

# First steps in Panopto

19.04.2020, 17:30

*In order to be able to integrate educational videos into Moodle right at the start of the semester after the short-term discontinuation of the streaming server of the Leibniz Computing Centre, we have come up with a first quick, rough solution for you. In the coming weeks we will gradually expand the functionality and user-friendliness. Information about updates and webinars, as well as further instructions and tutorials, can be found on our [website](#).*

To make your educational videos available to your students, you need to follow three steps:

1. upload videos to a high-performance streaming server
2. define access rights to the videos
3. make videos available in Moodle

## 1. Upload videos to a streaming server

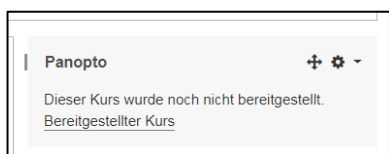
*You can upload files to Moodle, but Moodle is not optimized for high performance storage of video files (maximum file size currently 256MB) and video files can only be downloaded by your students, not streamed. Please use our specially designed streaming server <http://tum.cloud.panopto.eu> from Panopto; you can use it from within Moodle.*

### 1.1 Before the first upload: Activate Panopto for your course



Once you have logged into Moodle and gone to your course page (make sure you are in the role of "Instructor"), click on the "Turn Edit On" button on the right hand side to make the "Add Block" button visible on the left hand navigation bar; this button allows you to add the Panopto block. Afterwards the Panopto-Block will be visible on your course page on the right.

### 1.2 Before the first upload: Configure Panopto for your course



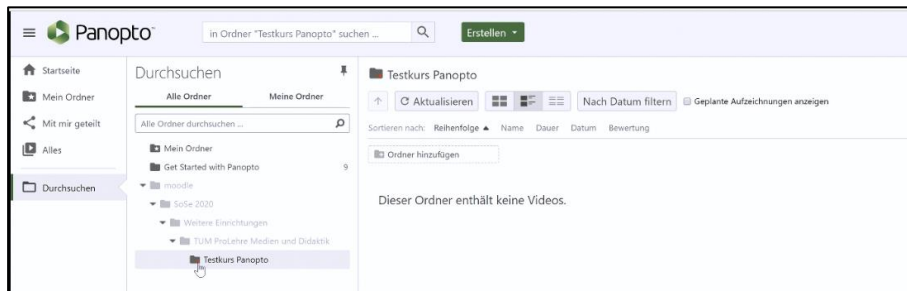
If you click on "Course ready" in the Panopto block, you will automatically be logged in on the Panopto server and end up in the file directory for your Moodle course. The first time you start Moodle, the "Preferences" window will open automatically; we have preset the following settings for you:

:

- Sharing: Access to your videos is restricted to you (writing and reading) and only those students enrolled in the corresponding Moodle course (reading only).
- Settings: Streaming only. Download not possible.

If this is okay for you, you do not need to do anything else and can simply close the window.

### 1.3 Upload video to Panopto



To upload one or more videos, click on the green "Create" button and select "Upload Media". Select the videos you want to upload; it will take some time until the videos are uploaded and prepared for streaming. It's best to leave the browser window open and do something else in the meantime.

## 2. Define access rights to the videos

In Panopto this has already been done in step 1.2. By restricting access to a closed group of participants (the students in your course), the copyright requirements for a non-public event are also fulfilled.



*If your students get the error message "You have no access to it", a reload of the page can help. For further information and troubleshooting see [Forum](#).*

## 3. Making videos available in Moodle

### 3.1 Option 1: Make all videos visible via the Panopto-Block

If you make the Panopto block visible to your students within your Moodle course (this is the default), your students will see this block and the videos associated with it (you can change the sorting of the videos in the "Course Settings" of the Panopto block under "Order").

When your students click on it, they will automatically (as they are already logged in to Moodle) land in Panopto's video player and can watch or download the video.



*This variant is quick and easy, and well suited if only a few videos are used in the Moodle course. However, with many videos the block quickly becomes confusing.*

### 3.2 Option 2: Link videos individually within the Moodle course

You can also link your videos within the Moodle course sections.

For this purpose, there is a button ("Panopto-Button") in the text editor of the text field, which allows you to embed a video on a page directly in the editor at the push of a button. The button can be recognized by the green Panopto logo.



With this button, a preview image of the video is integrated into the text field which is automatically linked to the desired video. If your students click on it, you can watch the video in the Panopto player.



*This variant is a bit more complex, but you can easily integrate the videos into the structure of your course.*



*In an earlier version we described the possibility to make the Panopto block invisible. However, this caused access problems, so we currently recommend to leave the Panopto view visible (this is also the default setting). Background information: [Synchronizing access permissions between Panopto and Moodle](#).*

## 4. Troubleshooting

If you have any questions, please do not contact our support immediately, but post your question in the forum at <https://wiki.tum.de/display/prolehreforum/Streamingserver+Panopto>. Maybe we have already answered your question there!