

## Provision Panopto for Individual Course Use in Bb

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Panopto's Blackboard integration brings video directly to the Blackboard interface. Instructors can add and manage their video files inside their familiar Blackboard classroom folders. Each live webcast and on-demand recording can be linked or embedded as Blackboard classroom content, where students can watch on any laptop or mobile device.

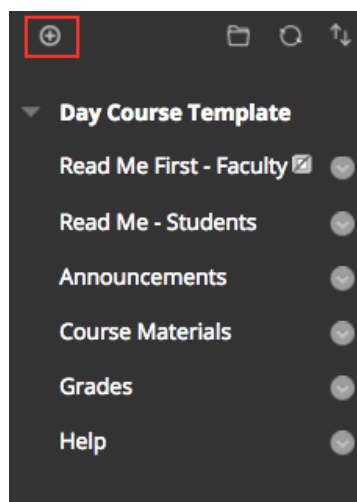
In this document, we will demonstrate how to provision (setup) your Blackboard course website for use with Panopto.

### Add a New Tool Link

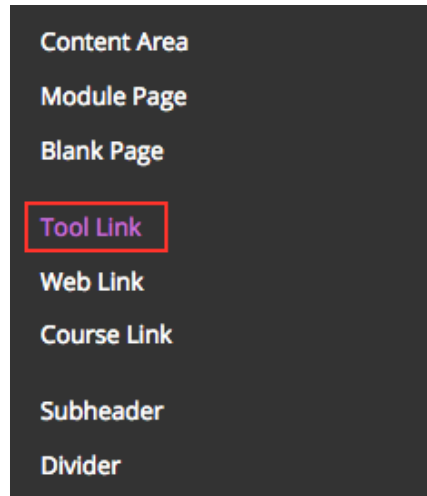
**Step 1:** Log into Blackboard and access the desired course that you want to setup using Panopto.



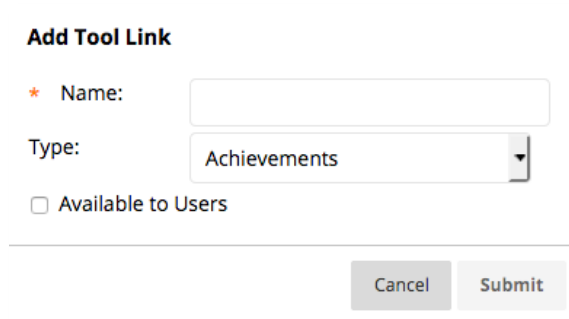
**Step 2:** Click the **+ icon** from the *Course Menu* to add a new tool to the menu.



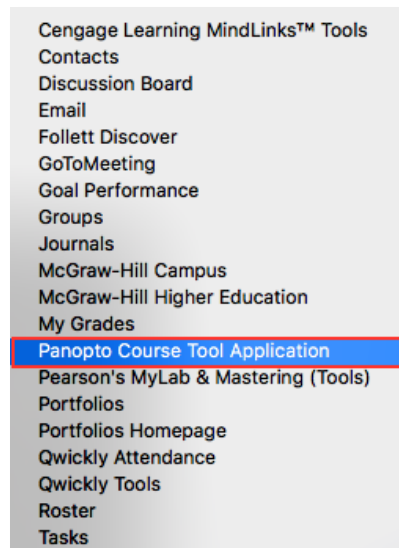
**Step 3:** Select **Tool Link** from the list.



The *Add Tool Link* window will appear as shown.

A form titled "Add Tool Link" with a white background and a gray border. It contains a text input field for "Name" with a red asterisk, a dropdown menu for "Type" currently showing "Achievements", and a checkbox for "Available to Users". At the bottom right are "Cancel" and "Submit" buttons.

**Step 4:** Select **Panopto Course Tool Application** from list of options.



**Step 5:** Next, enter **Panopto** in the *Name* field.



\* Name:

Type:

Available to Users

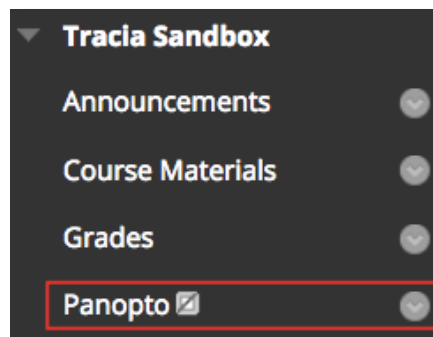
**Step 6:** **Do not** select the *Available to Users* checkbox. Students **do not** have to access the Panopto folder that you are about to setup.

Available to Users

**Step 7:** Click **Submit** when finished.

Submit

You will see the new tool in the *Course Menu* as shown.



### Provision the Course

**Step 8:** Click **Panopto** (or the name you entered) to continue provisioning your course.



You will see the following message. *This course is not provisioned with Panopto. Before a course can be used with Panopto it must be setup.*

This course is not provisioned with Panopto. Before a course can be used with Panopto it must be setup.

Configure

**Step 9:** Click **Configure**.

Configure

The *Configure Panopto Course* screen will appear as shown.

Configure Panopto Course

wentworth-institute.hosted.panopto.com

Add Course to Panopto

*Creates a Panopto folder for the course and sets up access so that instructors are able to create content in the folder and students are able to view it.*

*Once the course has been added to Panopto you may associate additional Panopto folders to the course.*

**Step 10:** Click **Add Course to Panopto** to continue.

Add Course to Panopto

The *Configure Panopto Connector* (confirmation) screen will appear as shown. *Note the Result section indicates that the course was **successfully provisioned**.*

### Configure Panopto Connector

**Provisioning Results:**

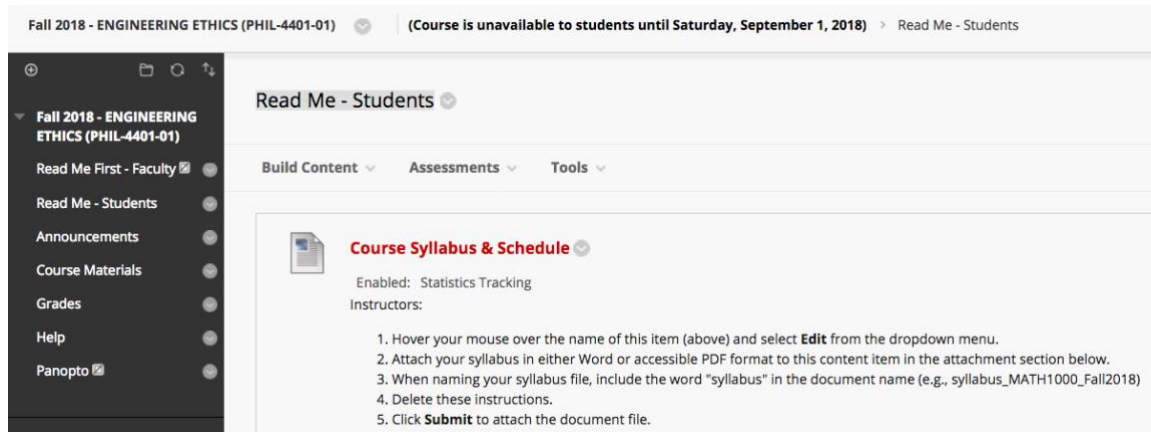
<b>Course Name</b>	SAND_Tracia_Panopto_Sandbox
<b>Instructors</b>	blackboard\traciad@wit.edu
<b>Teaching Assistants</b>	No teaching assistants.
<b>Students</b>	No students.
<b>Users without access to Panopto folder</b>	(no one)
<b>Result</b>	Successfully provisioned course SAND_Tracia_Panopto_Sandbox

[Configure more folders](#) [Return to course](#)

**Step 11:** Click **Return to course**.

[Return to course](#)

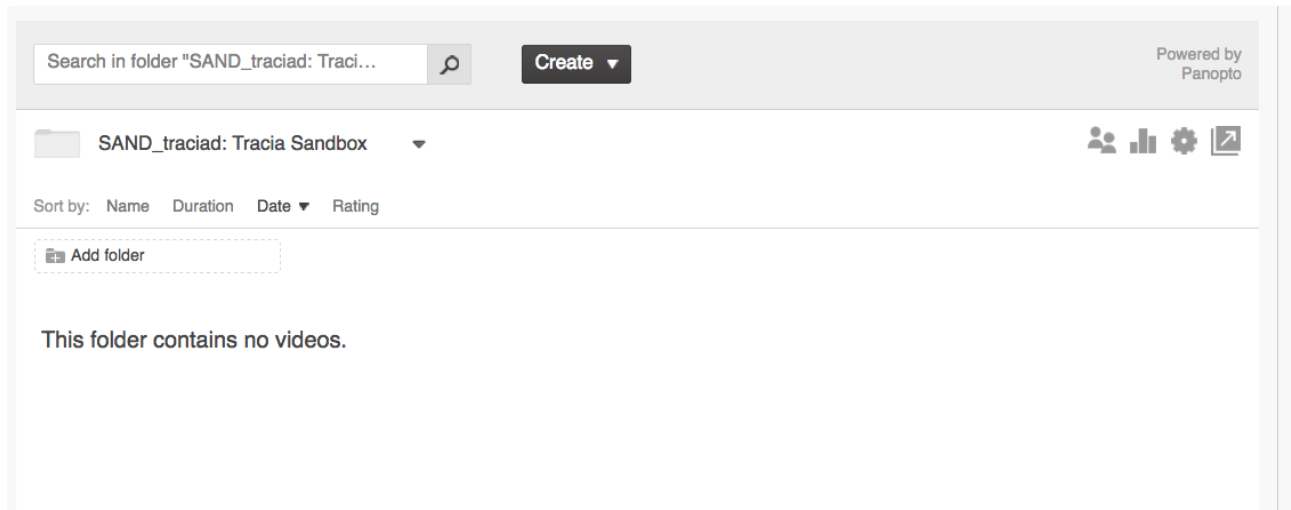
You will return to your Blackboard course website as shown.



**Step 12:** Click **Panopto** (or the name you entered) to access your provisioned Panopto course folder.



You will now see the provisioned Panopto course folder as shown.



At this point your folder does **not** contain any videos. In the next series of documents, we will walk through how to download and install the Panopto recorder and how to record a new session.

We hope you found this document helpful. For more information about Panopto, please contact LIT at [lit@wit.edu](mailto:lit@wit.edu).