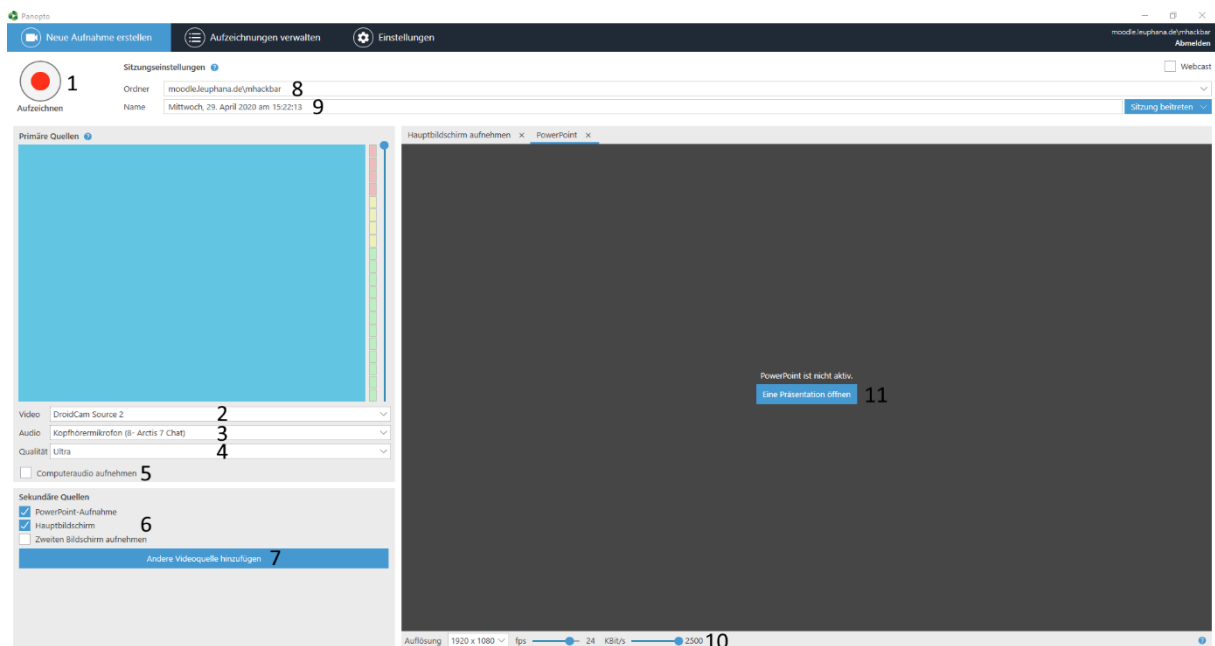


myVideo (Panopto) – Video Platform of Leuphana University of Lüneburg

Instructions: Recordings with the Panopto Recorder (Windows)

Before the Recording Process



1. Here, you can start the recording.
2. Selecting the video source (primary source). This will be visible in the finished video next to your presentation or filmed screen. If you do not want people to see you in the recording, you can select the "None" item here.
3. Audio source selection. Select the microphone you want to use for your recording.
4. Select the desired quality of the recording of your primary source (camera image) here. Keep in mind: The better the quality, the larger the file will be and the longer it will take to upload your video.
5. Check the box if sound (audio/video playback) is played back during your recording. This may be the case if, for example, you have used videos in your PowerPoint presentation - in this case also note point 10.
6. As a secondary source, select what you mainly want to see next to your slightly smaller camera image. Select "PowerPoint recording" if you want to record a prepared presentation. If you have multiple screens connected to your computer, you have the choice of recording from the main screen and the second screen.
You can also select two secondary sources, as you can see in the picture. So you have the possibility to show other things in the video aside from your PowerPoint presentation



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7. If you need to add more sources, you can do so using this button. For example, this can be other cameras connected to your computer if you want to provide a different perspective on the things you show in your recording.
8. Here, you can specify the location where you want your recording to be saved to myVideo (Panopto) after it is recorded.
9. Here, you can already set a title for the following recording before the recording is started.
10. When selecting the resolution, you should make sure that the image is smooth from 25 fps onwards. If you have a somewhat weaker internet connection, you can reduce the bitrate (set to 2500 on the sample image), which will reduce the amount of data but also the quality depending on the setting.
11. Here you can embed a prepared PowerPoint presentation. After embedding, you have the option to start recording directly. By embedding the slides, cut points are also created when changing the slides, which your viewers can see when playing back the video and thus easily find individual points in the video again.

General Settings


1. Select the location where your recordings should be saved locally on your computer during recording. (more details at number 3).
2. If you close Panopto before you have uploaded your recording, you can make sure that the recordings are uploaded anyway by checking this box.
3. If you do not want the recording to remain on your computer after uploading, check this box.
4. If you don't want to wait until your recording is uploaded, you can use this checkbox to agree that your recording will be uploaded already during the recording process. If you have a weak Internet connection, make sure that if you need to use the Internet during the recording, it is best to deactivate this option and upload the recording after it is finished.



5. Select this item if you do not want to add or remove sources during recording. As soon as you start recording, the Panopto Recorder minimizes itself and you can start recording directly.
6. If a viewer asks a question during a webcast or writes a comment after the recording has been published, you can automatically be notified of it by checking this box.

After the Recording Process

Aufzeichnung vollständig




Sitzungsname

Test 6

Im Ordner
moodle.leuphana.de\mhackbar

Beschreibung eingeben (optional)

 Löschen und neu aufzeichnen Fertig

After recording, you again have the option to change the title (session name) of your video. You can also add a description, which can then be viewed by viewers on myVideo (Panopto). Once you are satisfied with your recording, you can click "Finish". Your recording will be uploaded, and you can share it with others on myVideo (Panopto).

However, if you are not satisfied with the recording, you have the option to delete the recording and start over. However, you can also use myVideo's editor (Panopto) for minor mishaps and cut out small parts of the video. Upload the video anyway to do this. You can also find a tutorial on how the editor works on the corresponding Leuphana „MyVideo“ website.