

How to Move a Panopto Recording

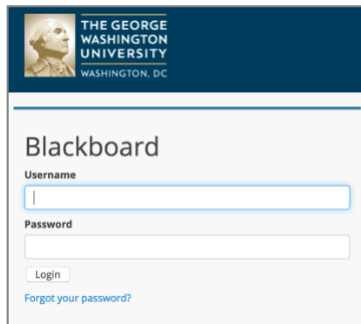
Follow these instructions if you wish to move a Panopto Recording from one course (folder) to another.

Either sign in to Blackboard and go to the Panopto item or sign in to your Panopto Video library through this site <http://smhsgwu.hosted.panopto.com>.

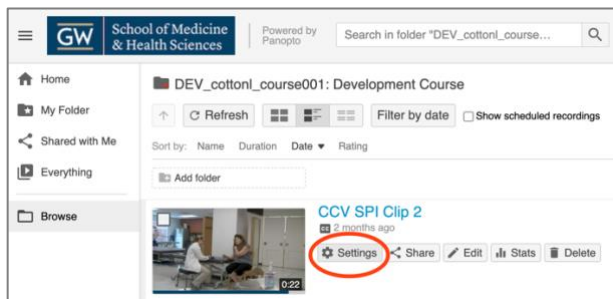
- Make sure that Blackboard is chosen in the dropdown list and click Sign in.



- Sign in using Blackboard, enter your GW username (the first part of your email before “@gwu.edu”) and the associated password.



Once in the video Library website, hover over the name of the video you wish to move and click Settings.



To the right of the Folder, click Edit.

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Click the arrow for the dropdown list and choose the folder to which you wish to move the recording.

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Click the Save button.