

Sharing Permissions in Panopto

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School of
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Sharing Permissions in Panopto

Overview of Sharing and Permissions in Panopto

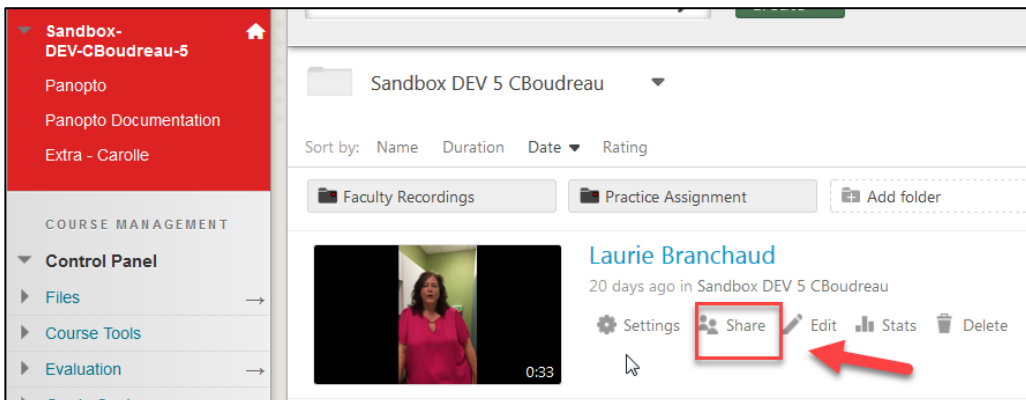
Videos and folders in Panopto can be shared with different users and groups of users in a variety of ways. Users can be given access to view or to edit both folders and videos. When you first configure your course with Panopto, the Panopto folder as well as any subfolders or videos that you create will be visible to student while you, as an instructor, will be able to edit them. Sharing permissions can be changed to stop viewers from seeing individual videos or entire folders. Typically, changing the sharing permissions on a folder will also make the same change to the videos inside that folder.

Role in Blackboard	Role in Panopto
Student	Viewer
Instructor	Creator

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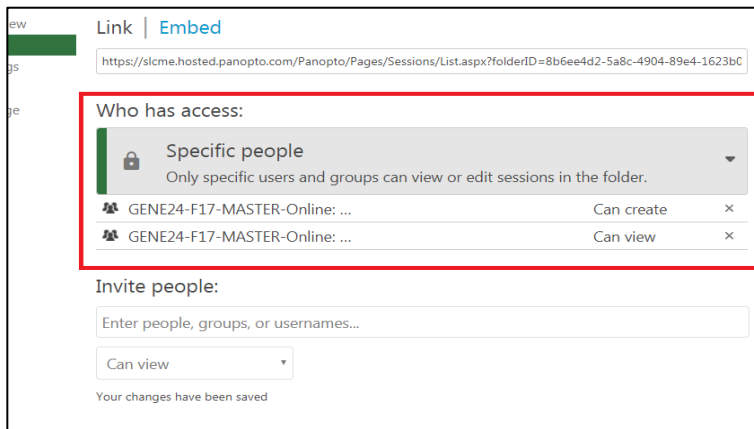
Checking Who has Access

To view and modify the sharing permissions, hover your mouse next to your video and click Share to open the Who has Access window.



The Who has Access menu will show which users are allowed to view or edit this content.





Default Sharing Permission

As noted above, when you first check the sharing permissions, they will be set to the **default permissions**. The **default permissions** are set such that:

Can Create: All the instructors (i.e., Creators) enrolled in this course would be able to view and edit all videos and folders.

Can View: All the students (i.e., Viewers) enrolled in the course would be able to view the videos.

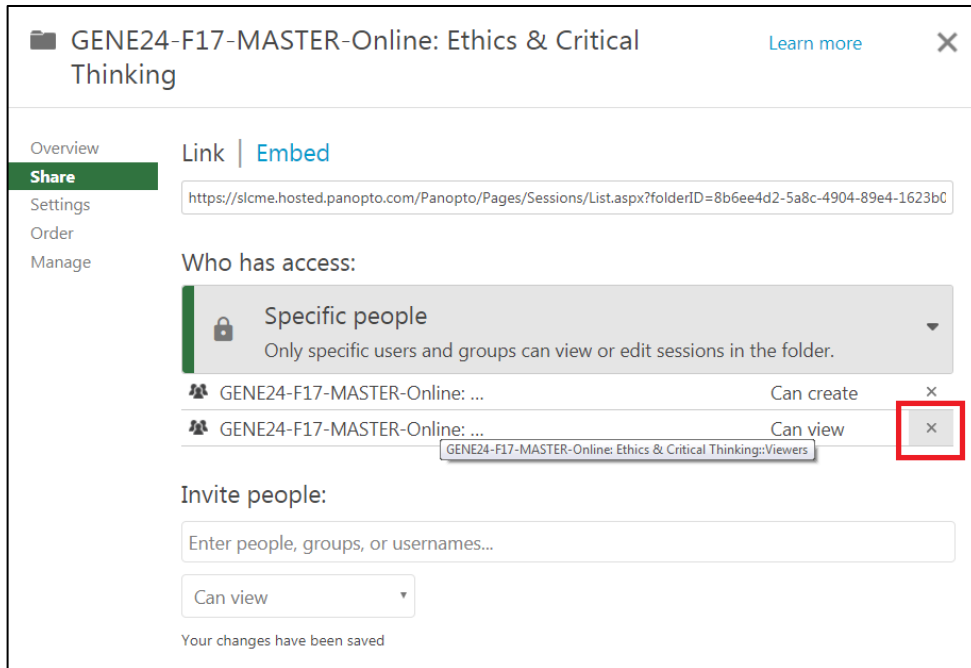
Modifying the Default Sharing Permissions

Removing Student View Access

1. To do this, enter the Sharing area for the video or folder you wish to edit.
2. Click on the X as shown in the image above and save your changes.

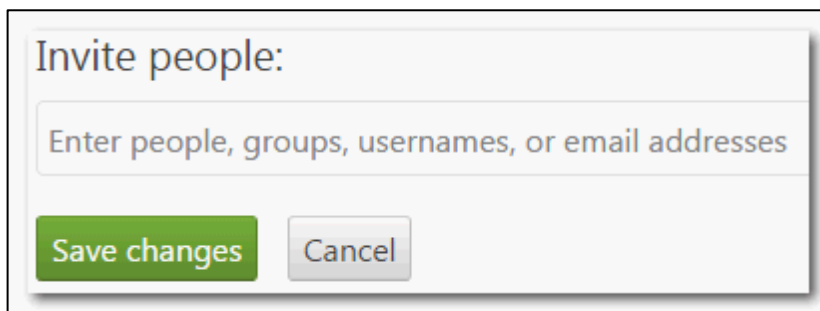
Please do not delete **Can Create** folder as this would require IT to reset the folder.





Give Access to an Individual User

Under Specific People, go to **Invite People** and enter people, groups, username or email addresses.



Other Sharing Options

- Share with anyone at your organization with the link: This allows a shareable link, but keeps the video unlisted and unbrowsable. Sign-in to Panopto required.
- Share with Anyone at your organization: Anyone at your organization can find and view your video.



- Share with Anyone with the link: This allows a shareable link, but keeps the video unlisted and unbrowsable. No Sign-in to Panopto required.
- Go Public on the web: This option will allow anyone on the Internet to find and access. No sign-in required.

It is suggested that you avoid that above four options, particularly for student videos as these are more likely to lead to mistakenly sharing a private video.

Related Documents

- Student Assignment Folders

