

# Uploading Existing Videos Using Panopto

2018

School of  
**Contemporary Teaching  
& Learning**

*St. Lawrence College*

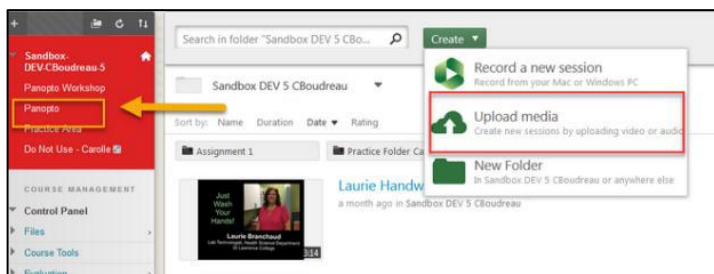
# Table of Contents

Uploading Existing Videos Using Panopto.....1

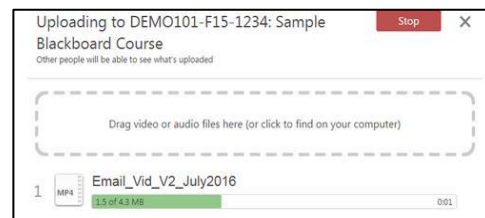
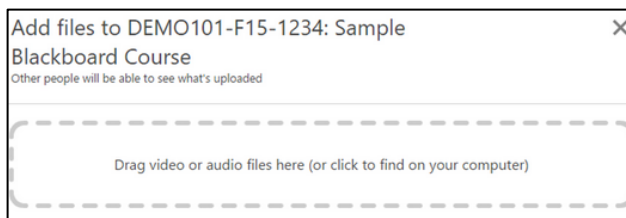
# Uploading Existing Videos Using Panopto

## Uploading Existing Videos Using Panopto

1. To upload existing videos, click on the **Panopto** link on the course menu. This interface is similar to the **Panopto Website** however it is embedded directly inside Blackboard.
2. Click on **Create** and select **Upload media**.



3. Select the file that you want to upload by either finding the file on your computer or by dragging it to the dashed rectangle as show below.
4. Once selected, a progress bar will display as the file is being uplo aded.



5. Once the upload is complete, a **green check mark** will appear on the left.



**Note:** Videos can also be uploaded directly from the Main Panopto Website ([slcme.hosted.panopto.com](http://slcme.hosted.panopto.com)) using the same steps as described above. You will be required to identify a destination folder for the video.

