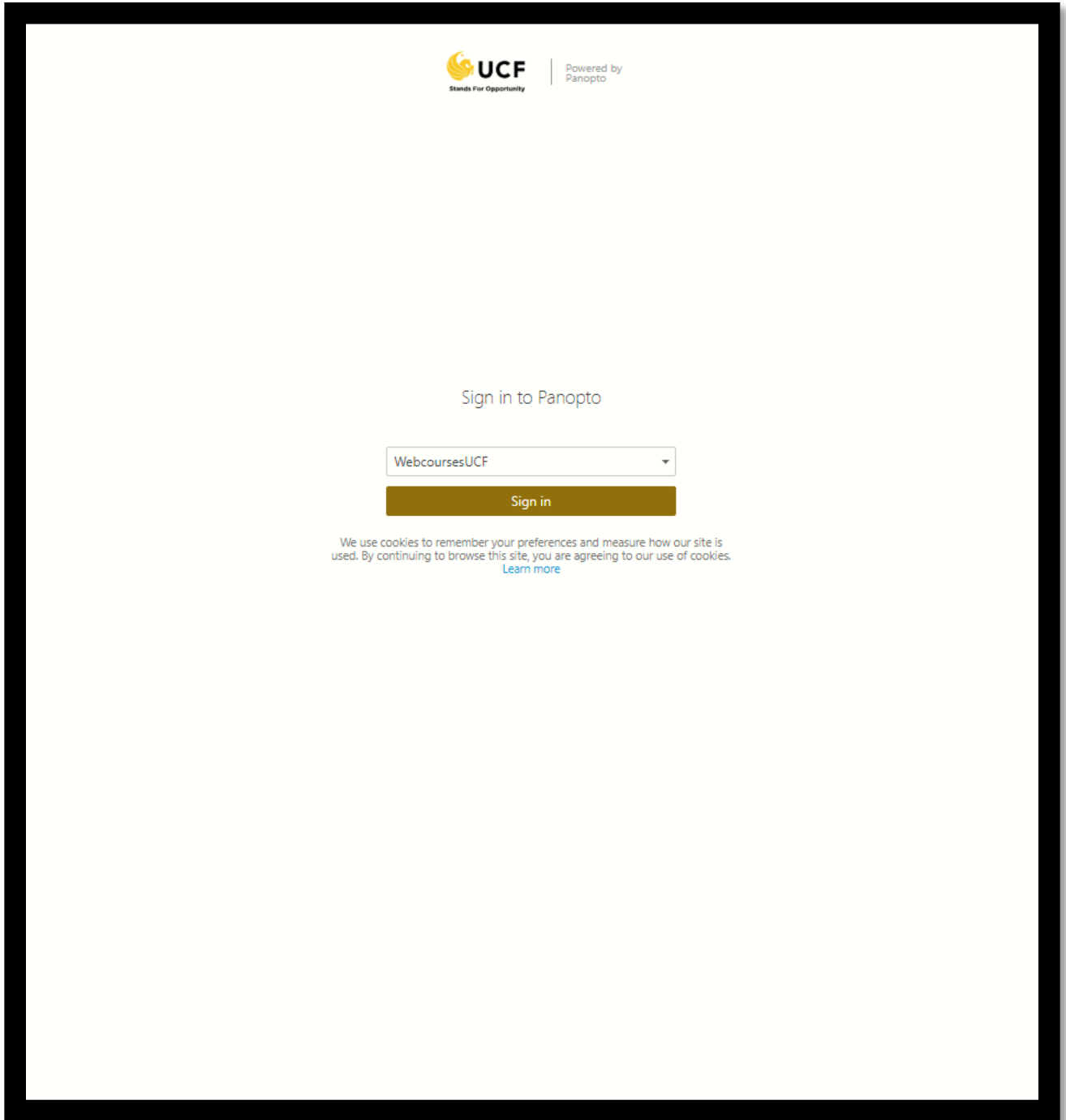


# Panopto Desktop Recorder Quick Setup Guide

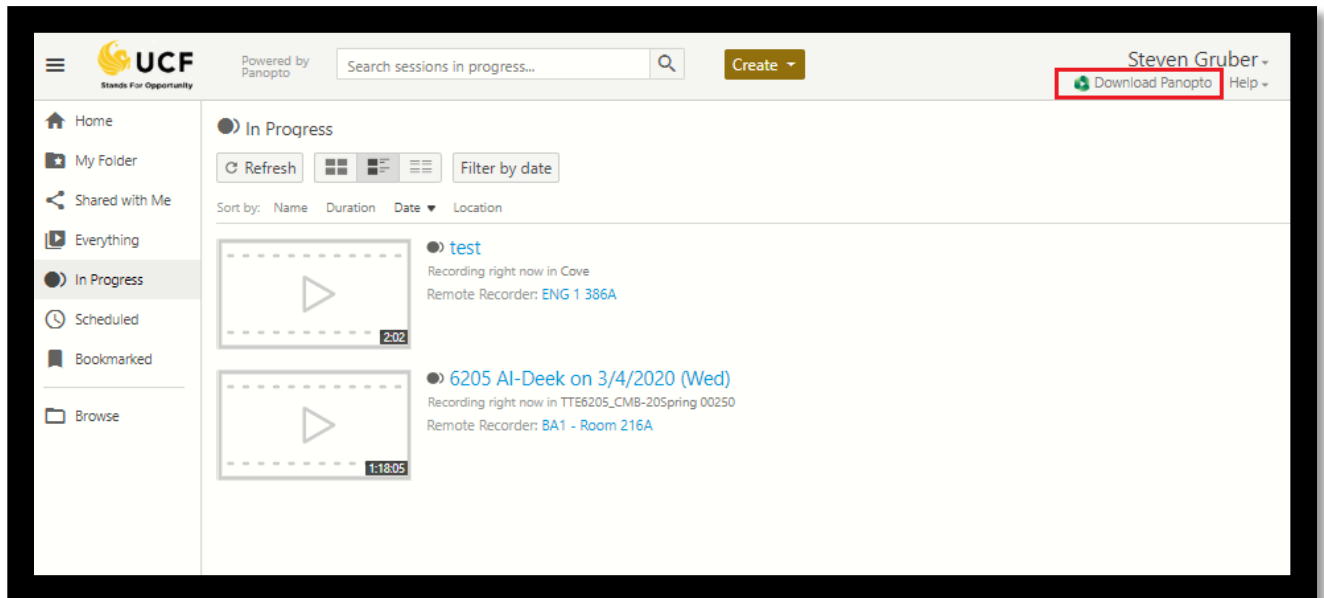
1. Go to [ucf.hosted.panopto.com](https://ucf.hosted.panopto.com) and choose WebcoursesUCF from the dropdown box, and then click sign in.



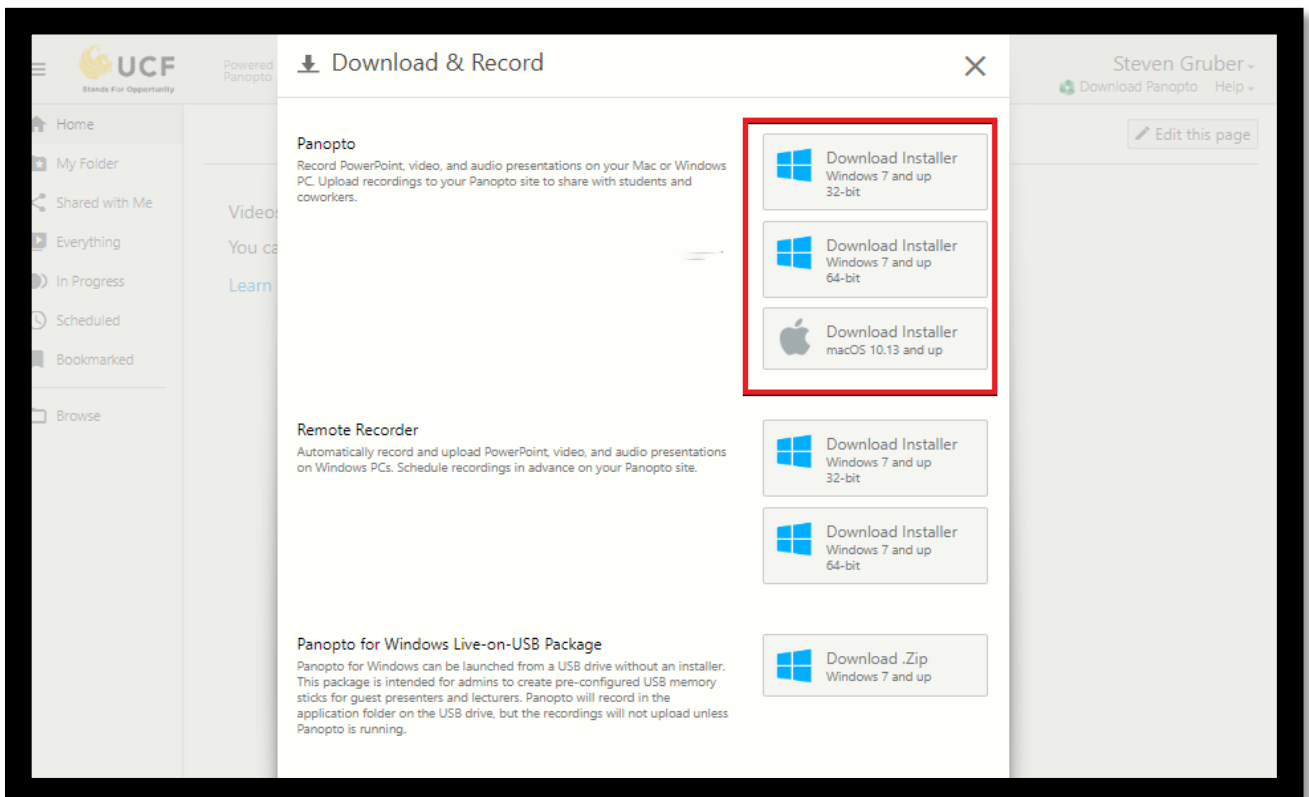
2. Type in your NID and Password, and click Sign On

The screenshot shows the UCF Federated Identity login interface. At the top, the University of Central Florida logo and name are displayed. The main heading is "UCF Federated Identity". Below this is a yellow box titled "Login to Webcourses@UCF". Inside this box, there are two input fields: "Account" with the placeholder "Username: NID or DTC-Atlas ID" and "Password" with the placeholder "Password". A black "Sign On" button is positioned below the password field. Underneath the login box, a line of text states: "By signing on, you agree to the terms of the UCF Policies & Procedures." Below this is another yellow box containing the "Webcourses@UCF" logo and the text "You have asked to login to Webcourses@UCF". At the bottom of the page, there is a list of links: "Look up your UCF NID username.", "Reset your account password.", and "Trouble Signing On?". The UCF logo and name are also present at the bottom center of the page.

3. At the top right corner of the Panopto page, click the “download panopto” button.



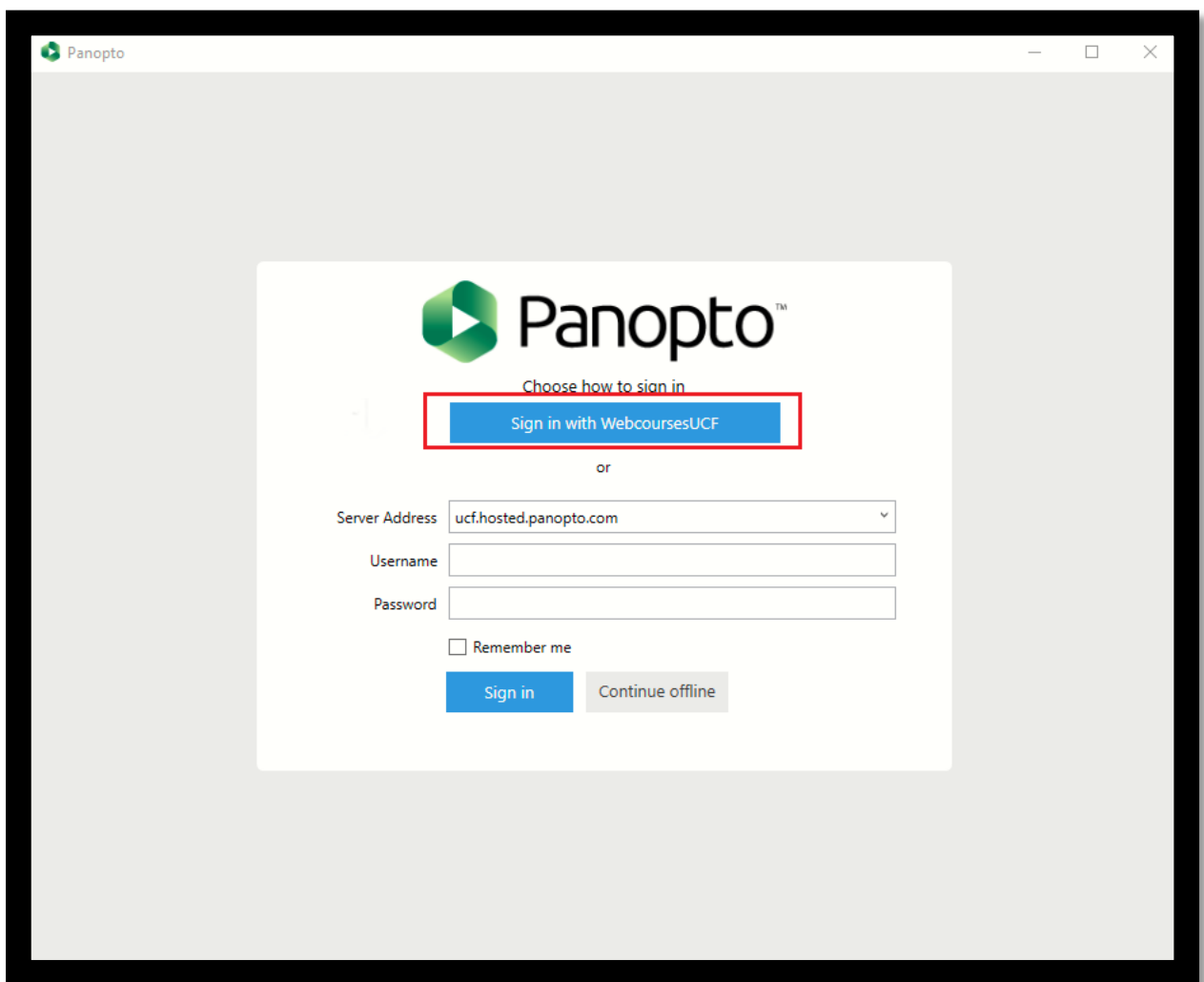
4. Choose the appropriate download to install for your system from the three options highlighted



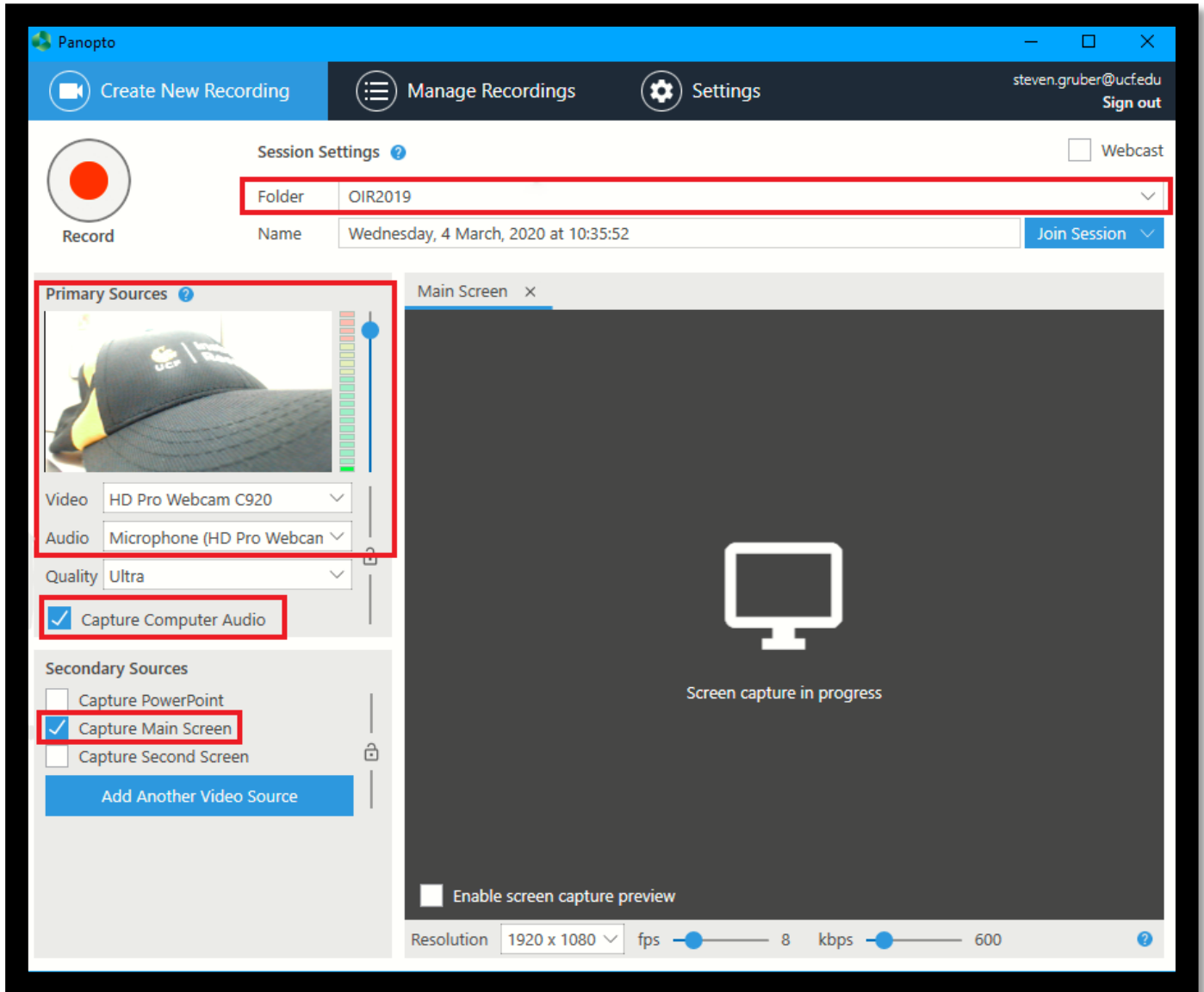
5. After installing, run panopto by clicking the Panopto shortcut



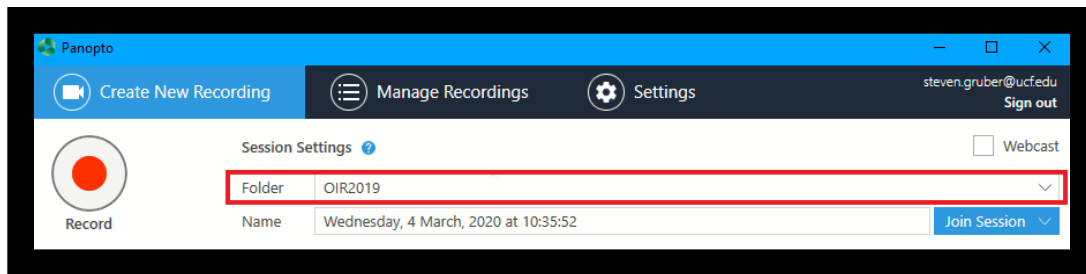
6. Once you are at the login screen, click "Sign in with WebcoursesUCF", and log in with your UCF NID.



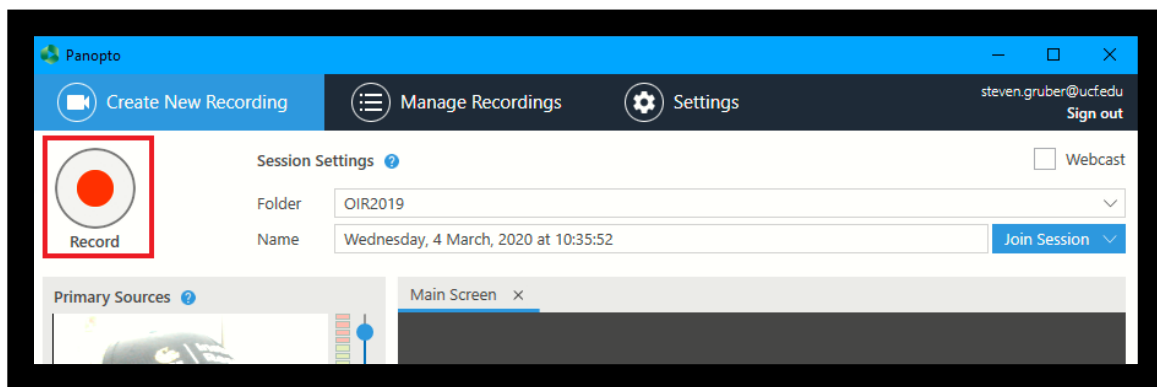
- Once logged in, you will be on the main recording page, before recording make sure you have selected your Video and Audio source, like seen in the figure below.



8. You also want to make sure that the correct class folder was selected as the recording destination, you can select the folder by using the drop-down box. Folders you have access to will be bold and folders you do not have access to will be grayed out.



9. To stop and start a recording, click on the red button at the top left.



10. When your recording is done, go to the manage recordings page to check on the status of the upload.

