Logging into Panopto Focus
Open a web browser window to:
coursecast.uakron.edu.
Select “UAnet ID” from the pull-down menu
You will log into CourseCast using your UAnet ID and password.
You will see a list of the folders available to you on the left side of the page. (You may have to click the triangle to the left of “Folders Shared With Me” to expand the contents.)

Adding viewers (students) to your course
In order for students to be able to log into your course and have access to the content, they must be added as viewers.

Note: It is convenient to copy your student roster from the roster in Spingboard. You can paste the roster into a text editor to add commas and then copy and paste the edited roster into the add users field in CourseCast.

Select the course from the list
Select the “Share” icon
Uncheck “Send Email Notification”
Enter student UAnet ID’s separated with commas or line returns.
Make sure that the “as Viewer” is selected in the pulldown menu
Select “Add multiple users from uanet”
Select “Share”