Panopto Focus - Recording a Session (Macintosh)

Using the Panopto integration with Springboard is the recommended method for logging into Panopto to create recordings. Please view the guide, “Adding Panopto to your Springboard Course.”

If you are not using the Springboard integration, you can log into the Panopto Recorder directly as outlined below.

1. Launch the Panopto Recorder and login using your UAnet ID and password. (you must have `uanet\` in front of your UAnet ID)

2. Select “Create New Recording.”

3. Select a folder in which to upload the recording.

4. Enter a session title or leave the default name.

5. Select which sources you wish to record.

6. Make sure that the loudest audio levels do not make the meter display the last two segments. See the audio adjusting guide.

7. When you are ready to record, select the start recording button. You can also control recording using hot keys:
   
   - Start or Stop: Option + Command + R
   - Pause: Option + Command + P

10. When you have finished recording, select the stop button. Your recording will begin to upload automatically.