Installing Panopto Lecture Capture Software

On a staff office computer

Pre-requisites

To install and use the Panopto lecture capture software on a staff office computer, there are a couple of conditions that first must be satisfied:

- You must be an instructor on the relevant BlackBoard course
- The course must have been ‘provisioned’ for use with Panopto in BlackBoard first (see How to provision your BlackBoard course ready for Lecture Capture)

Installing the software

Click on the Windows Start icon, and in the Search Programs and Files box, type catalogue. At the top of the Programs list, Applications Catalogue should appear. Click this once, and the following screen should appear.

Click once on the Office category, and click once on Panopto Recorder.
Click **Install** at the bottom right hand corner of the screen, and then **Yes** on the following screen.

![APPLICATION INSTALLATION]

A confirmation screen will appear that the install is being readied, and another one when it has started. A message will appear on screen when this has been completed, which may take a little time, and there may be a prompt to restart the computer, and a Panopto Recorder icon will appear on the desktop. The software should then be able to be used.

If any difficulties are experienced in either locating the Application Catalogue or installing the software, please contact the IT Service Desk on extension 7444.