Moving Existing Videos to Your New Panopto Integrated Account

The UL Lafayette Panopto server is now integrated into Moodle, allowing faculty to link to their Panopto recordings from within their Moodle course. Because both Moodle and Panopto use the CLID log on for authentication, instructors will be able to track the viewing data of students who access their videos through Moodle courses.

The Integrated Moodle service is available for both new and continuing users of Panopto. The process creates a Panopto integrated account that is based on the CLID. Those users who already have Panopto accounts will transition to the new account IDs and will be able to transfer all content into new folders that can be accessed through their integrated Moodle courses via the Panopto Focus block.

This document contains instructions for how to:

- Add your new Panopto Account ID to your old account folder
- Move your existing videos into your New Moodle Course Folder

Please note: Before you can complete the steps below to Add your new Panopto account, you MUST add the Panopto Focus block and synchronize it with at least one Moodle course in order for your new Panopto Integrated account to be created. Instructions for this are provided in the Accessing Panopto through the Moodle Integration Feature document.

Adding Your New Panopto Account

Step 1: Use an Internet Browser and navigate to the Panopto server at: http://louisiana.hosted.panopto.com

Step 2: For the option “Sign in using,” click the pull-down menu and select “Panopto.”

Step 3: Enter the Username and Password for your old Panopto account.

Step 4: Click the Sign-In button.

Step 5: Click the share icon for your folder.
Step 6: In the Add People box, type your NEW Moodle integrated account

NOTE: The Auto-fill feature will list your new integrated account with its full name, starting with “moodle\...” this is correct and will distinguish between old accounts that were created using the CLID.

Step 7: Change the account role to “CREATOR.”

Step 8: Click the Share button

Step 9: Log out of the Panopto server by clicking your name in the menu bar in the upper right.

Step 10: Click the “Log Out” button in the pop-up window.

**Moving your Existing Videos into your New Moodle Course Folder**

Step 1: To log back into the Panopto server using your CLID as your NEW Moodle integration account, locate the “Sign in using . . .” option menu and select “Moodle” if it is not already chosen. The username will be your CLID and your password will be the same one you use for accessing ULink.

Step 2: Click the “Sign In” button.
Step 3: Hover your mouse cursor over the link for a video that you want to transfer to the new account access.

Step 4: Click on “Settings” gear icon.

Step 5: Click the Edit link next to the folder’s name.

Step 6: In the drop-down menu, select the name of your Moodle course folder.

Step 7: Click the Save button beneath the folder drop-down menu.

Repeat steps 3 – 7 for all existing videos that you wish to integrate with your Moodle courses. The links to the videos will appear in the Panopto Focus block in your selected Moodle course.

When creating any new videos, log in using your new Panopto integrated account. The old Panopto accounts will be phased out as of June 15, 2014. Any existing content must be associated with the new accounts to be accessed after that date.

If you have any questions or problems with the Moodle Integration setup, please contact:

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