

Sharing a Video with Panopto

These instructions will show you how to share a video with Panopto you have already uploaded.

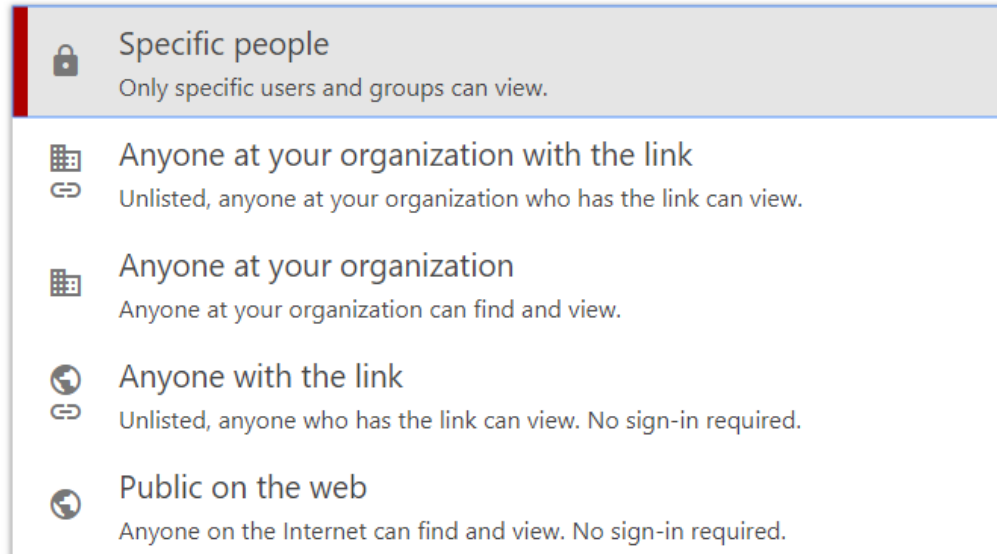
1. In your courses, select **Panopto Recordings**.
 - a. You can alternatively go to <https://louisville.hosted.panopto.com> and sign in with your Ulink/Blackboard user ID and password.
2. Find the video you want to share, and next to your video, select **Share**.



4. In the window that opens, click the **Who has access** drop down menu in the center. You will notice 4 options (see image on next page):
 - a. **Specific People**
 - i. Enter an email address for the individual/s that you want to share with. If they are a UofL student, faculty, or staff, you can search by their last name by typing it here.
 - b. **Anyone at your organization with the link**
 - i. This link requires the viewer to sign in with a UofL email address.
 - c. **Anyone at your organization**
 - i. This makes the video viewable from the Panopto website to any UofL user. Any link used will require the viewer to sign in with a UofL email address.
 - d. **Select Anyone with the link**
 - i. Anyone with the link can view the video.
 - e. **Public on the web**
 - i. The video is viewable by anyone with the link, *and* it becomes searchable by internet search engines.

Who has access:

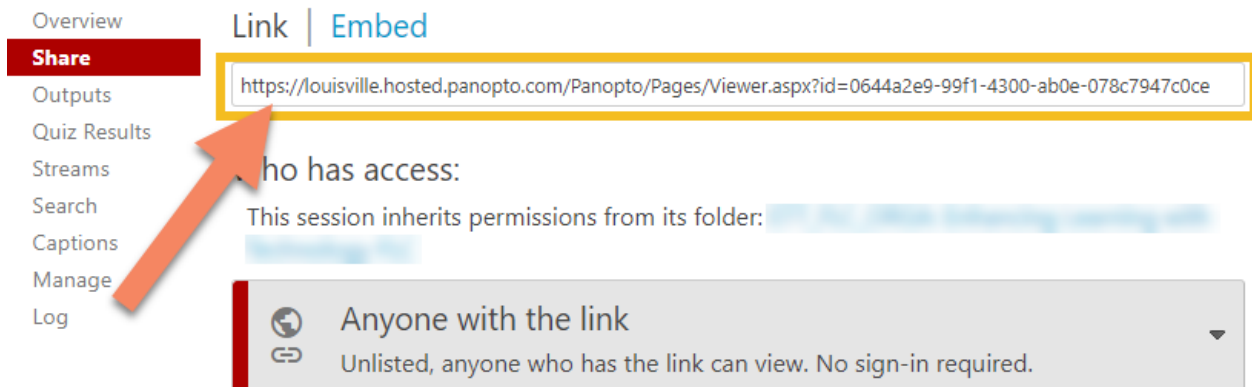
This session inherits permissions from its folder: [My Folder](#)



The screenshot shows a list of sharing options for a file or folder. The options are:

- Specific people**: Only specific users and groups can view.
- Anyone at your organization with the link**: Unlisted, anyone at your organization who has the link can view.
- Anyone at your organization**: Anyone at your organization can find and view.
- Anyone with the link**: Unlisted, anyone who has the link can view. No sign-in required.
- Public on the web**: Anyone on the Internet can find and view. No sign-in required.

5. After choosing your share setting, select **Save Changes** at the bottom of the window.
6. Highlight and copy the entire web address in the Link box at the top of the window.
 - a. This link can then be pasted to a document or email for sharing.
 - b. If you are embedding the video into Blackboard or a website, you can switch to **Embed** and copy the HTML code.



The screenshot shows the Panopto interface with the 'Share' menu open. The 'Link' tab is selected, and the URL `https://louisville.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=0644a2e9-99f1-4300-ab0e-078c7947c0ce` is highlighted in a yellow box. An orange arrow points to the URL. Below the URL, the 'Who has access:' section is visible, showing the 'Anyone with the link' option selected.