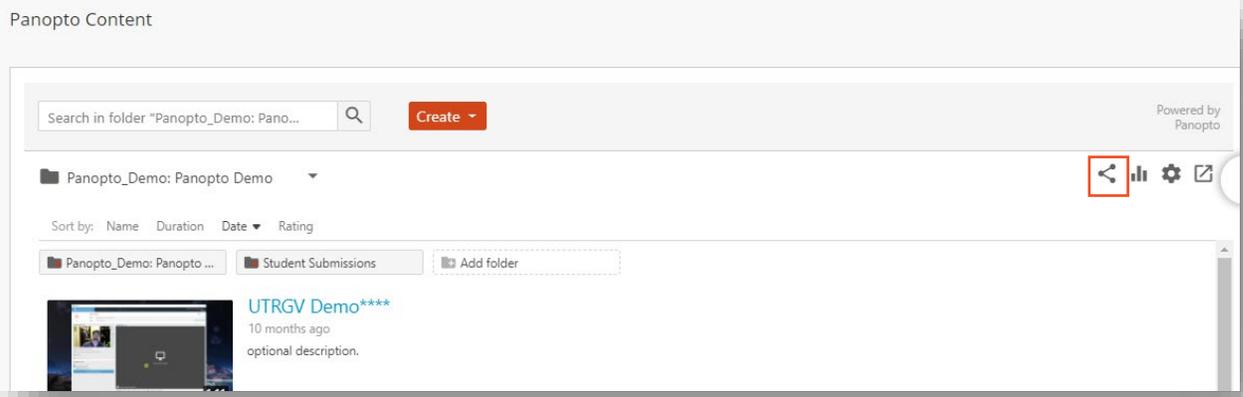
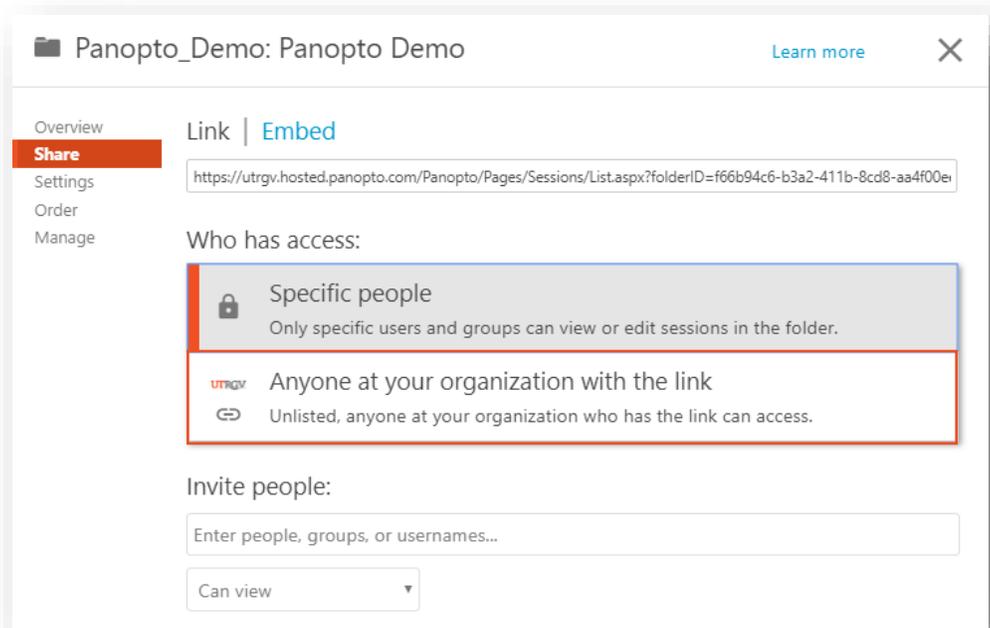


## SHARING THE ENTIRE COURSE FOLDER INTO ANOTHER CLASS

1. Access **Panopto Media** from the course where the videos were originally stored or recorded.
2. Click on the **Share** link for the folder.



3. Under Who has access, change the permissions to “Anyone at your organization with the link”



4. Copy the link and save the changes by clicking on the “Save changes” button.

The screenshot shows the Panopto interface for a folder named "Panopto\_Demo: Panopto Demo". The "Share" tab is selected in the left-hand navigation menu. The main content area displays the "Link | Embed" section, where a URL is shown in a text box: `https://utrgv.hosted.panopto.com/Panopto/Pages/Sessions/List.aspx?folderID=f66b94c6-b3a2-411b-8cd8-aa4f00e`. Below the link, the "Who has access:" section shows a dropdown menu set to "Anyone at your organization with the link" and a sub-option "Unlisted, anyone at your organization who has the link can access." A table lists the current access levels for two users: "Panopto\_Demo: Panopto Demo::Creator" with "Can create" access, and "Panopto\_Demo: Panopto Demo::Viewer" with "Can view" access. The "Invite people:" section includes a text input field for entering names, a dropdown menu set to "Can view", and two buttons: "Save changes" (highlighted with a red box) and "Cancel".

5. Paste the link into a content area or web link in the Blackboard course where you want to share the folder containing all videos.

Brownsville Campus

Office: Casa Bella (BCASA) 613  
Phone: 956-882-6792  
Fax: 956-882-6751

[utrgv.edu/coltthelp](http://utrgv.edu/coltthelp) | [utrgv.edu/online](http://utrgv.edu/online)

Edinburg Campus

Office: Education Complex (EDUC) 2.202  
Phone: 956-665-5327  
Fax: 956-665-5276

The University of Texas  
**Rio Grande Valley**  
Center for Online Learning  
& Teaching Technology