Log in and click the edit icon

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## How to navigate/seek in the recording

- 1. Clicking anywhere in the timeline will seek the video to that point
- 2. Click on any of the events will seek the video to where that event starts



## How to Insert a new thumbnail

\*\*Thumbnails can only be inserted into screencapture & secondary video streams\*\*

- 1. Click Add new event
- 2. Click where you want the thumbnail to be inserted



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3. Type in the new caption name, enter any searchable metadata and click OK (the thumbnail image will be created after the session re-processes)

Edit Event Properties		23
Edit Event Properties	Caption Adding new thumb	22 10 10
NO THUMBNAIL	Searchable Metadata	
	OK Cance	:

## How to edit a thumbnail/event

Hover the mouse over the thumbnail you wish to modify and then click on "Click to edit"



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You can modify the caption, change searchable metadata, delete the entire event and change the time the event is shown in the recording

		3eae34a6-886b-432c-a9e5-0471345abod7 0:00:01:144.3070000	
Pencil & Paper	Caption	Pencil & Paper Pencil & Paper	0
		Delete Event	Cancel

## Additional information about thumbnail generation

1. For slides (PowerPoint or Keynote): They are generated every time a slide advances

2. For secondary video (screencap, secondary camera): They are automatically generated every three minutes. You can add in events to supplement the three minute gap in secondary video.

## How to modify the start time of a stream

- 1. Click the Streams tab
- 2. Click Edit on the stream you wish to modify



External: Easy Lecture Capturewith Panopto	
DV	
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Events Streams Segments	
00:00.00 - 22:37.53 DV	•
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00:00.00 - 22:37.46 SLIDES	
	-

Change the start time as desired and click OK



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Offline Recording		Starting Carlos		-0:00:00:02.9070000 🚔	]	
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## **Creating versions in the Panopto Editor (new in 4.0)**

The manage version feature lets you present the same session with different edits that can be distributed to viewers.

For example, if you had a seminar that was split into two halves (for instance, part 1 and part 2) you can use this feature to create a link with only the first part, and a separate link (version) to the second part.

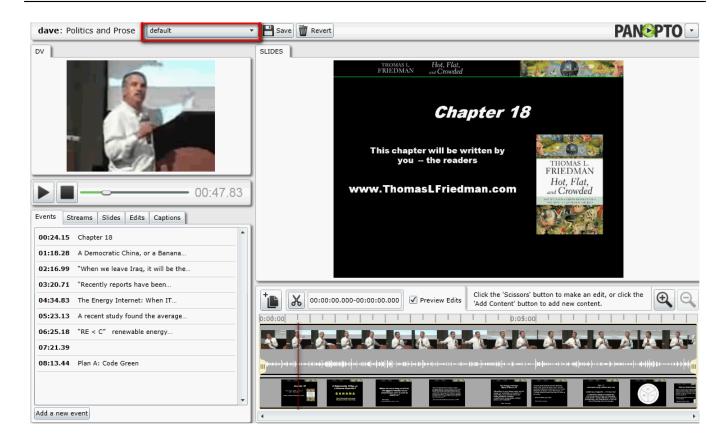
These will appear as individual links in the Panopto Webui.

# Important note: To use this feature, you must create a new version first, then edit and save this version.

Click the drop down where it says default



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#### Select Manage Versions



Click New to create a new Edit (useful for creating smaller sections of a long recording)



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	<b>Versions</b> nopto Editor lets you create multiple versions	of a recording session.
You car	sion called 'default' is created automatically, a modify 'default' or create additional versions content.	_
default		
Nev	Copy Rename Remove	ок

Type in a name and click OK

Manage Versions		23
The Panopto Editor lets you	create multiple versions of a recording session.	
	s created automatically, and contains the entire recording. create additional versions without affecting the original	
default	Create a new version 🕺 New OK Cancel	
New Copy Rena	ame Remove OK	

Select "New" and click OK



Manage Versions	23
The Panopto Editor lets you create multiple versions of a recording session.	
The version called 'default' is created automatically, and contains the entire recording You can modify 'default' or create additional versions without affecting the original session content.	<u>j</u> .
default	
New	
New Copy Rename Remove OK	J

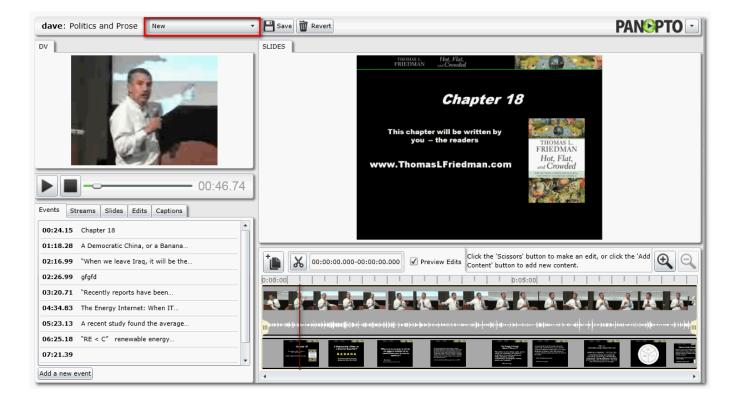
Click OK on the prompt to change versions (you may receive and additional prompt from your browser)

Change versions?	aael Eriad	23
You have selected a different version of this session from the you like to load 'New'? This will abandon any unsaved chan current version.		
	ОК	Cancel

Any changes that are made will be saved to the new version and not the default



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## Insert / Edit Captions (new in 4.0)

Now you manually type in a caption stream for your recordings right from the editor. To do this, click on the captions tab - start typing in the text box - press ENTER when you want to add your captions. After saving and committing the captions, these will now be visible in the captions tab in the viewer

\*Note: this can also be used to edit captions from a 3rd party vendor



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## **Everything Else**



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- 1. Stop button. Clicking the stop button returns the video back to 00:00
- 2. Preview Edits. If checked, only the segments of video that are being kept will play
- 3. +/- controls. This allows you to zoom in/out of the recording
- 4. Clicking revert will undo all editing that has been done

External: Easy Lecture Capture ... with Panopto



#### Satisfied?: Vote up!

[1]

#### Vote down! [2]

Points: -15

Source URL: http://support.panopto.com/documentation/editing/advanced-editor-usage-0

#### Links:

[1] http://support.panopto.com/vote/node/296/1/voteUD/thumbs/SRiv2Ots5UOYprUt4LcEthhdzYp7-al DhEIUc52IE9k/nojs [2] http://support.panopto.com/vote/node/296/-1/voteUD/thumbs/HsRYHQbT7v7S7yV4NVxs1ea3Vvb Omw2Y2kzS3UaO5SY/nojs