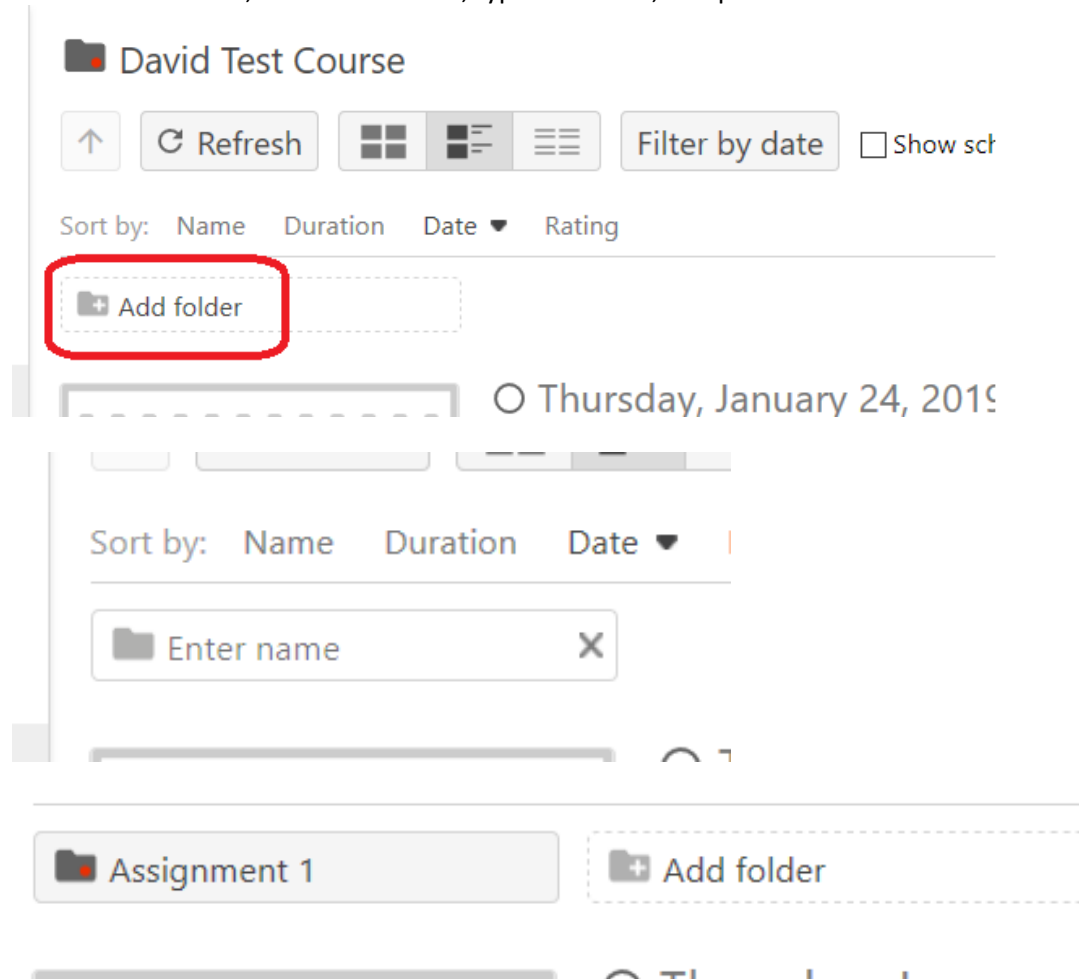


Make an Assignment Folder in Panopto

An Assignment Folder is a subfolder of a course folder with special privileges for students. Assignment Folders enable students in the course to upload, edit, and delete their own videos, while preventing them from viewing other students' videos. Course instructors can view, edit, or delete all videos that students upload to the assignment folder.

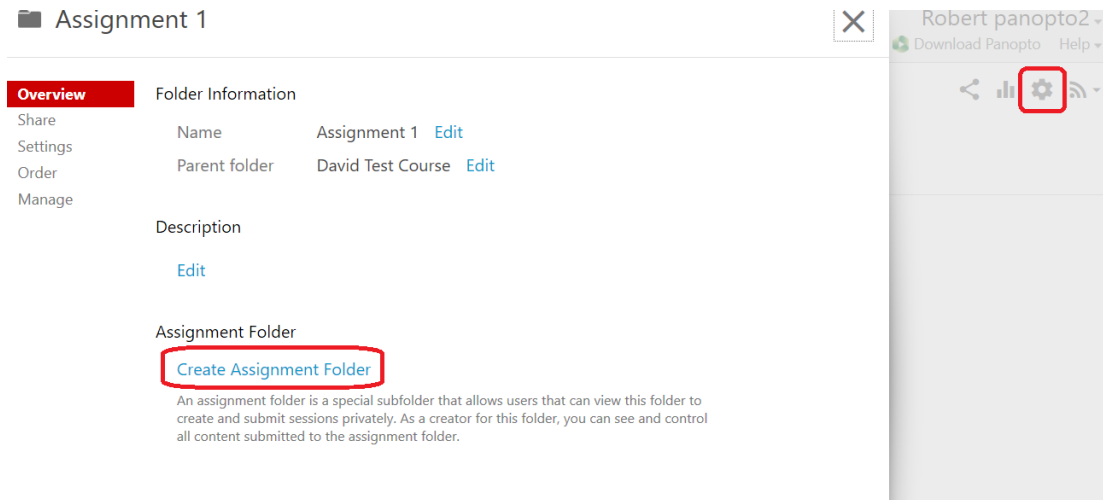
1. In Panopto, browse to the course folder.
2. In the course folder, select Add folder, type in a name, and press Enter.



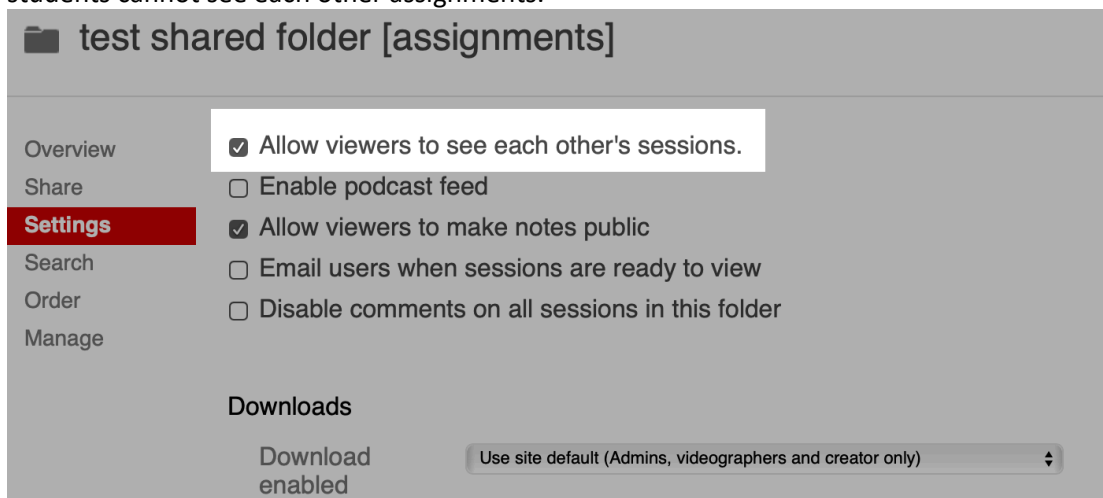
Add a folder for each assignment.

3. Select the Assignment 1 folder to enter it.
4. In the Assignment 1 folder, select Settings (gear icon). Select Create Assignment Folder, and close Settings.

Make an Assignment Folder in Panopto



5. Use the up arrow button to return to the main course folder. Repeat steps 4 and 5 to create an assignment folder in each of the other folders.
6. To allow all students to view other students' videos, enter the Assignment folder, click on Settings, then check this feature to enable it. This setting is unchecked by default, and students cannot see each other assignments.



7. This setting can be left unchecked while students are submitting their assignments, and then later it can be checked to allow students to view the videos.