

Make a Hidden Panopto Recording Visible to Students

Instructors can make hidden Panopto videos available to students on a video-by-video basis.

To make an individual Panopto recording available, click the “Panopto Recordings” link on the left sidebar of your course Canvas site. [1]

Once you are in the Panopto Recordings page, find the recording you want to make visible. It should have text underneath the title and date that reads “Not available to viewers.”

Hover your mouse over the recording, and a few buttons will appear. Click the “Settings” button. [2]

The screenshot displays the Panopto interface within a Canvas course. On the left sidebar, the 'Panopto Video' link is highlighted with a red circle and a red '1'. The main area shows a list of recordings under the 'Fall 2022 Recordings' folder. The first recording, 'BIOS 7021 001 VOS 1404 9:00AM on 12/6/2022 (Tue)', has a settings gear icon circled in red with a red '2'. Below the title of this recording, the text 'Not available to viewers' is circled in red.

Scroll to the bottom of the window that pops up, and change the session availability to “now.”

Availability

A session can be made available after a start date and before an end date. These settings replace any availability settings on the parent folder. A session can also be made available immediately by saving it in the editor.

Session becomes available

- now
- with its folder (never)
- starting Eastern Time (US & Canada)

Session remains available

- forever
- with its folder (forever)
- until Eastern Time (US & Canada)

Note: To make a recording invisible again, click on the “Settings” button again and change the availability to “with its folder (never).”

Availability

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Session becomes available

- now
- with its folder (never)
- starting Eastern Time (US & Canada)

Session remains available

- forever
- with its folder (forever)
- until Eastern Time (US & Canada)