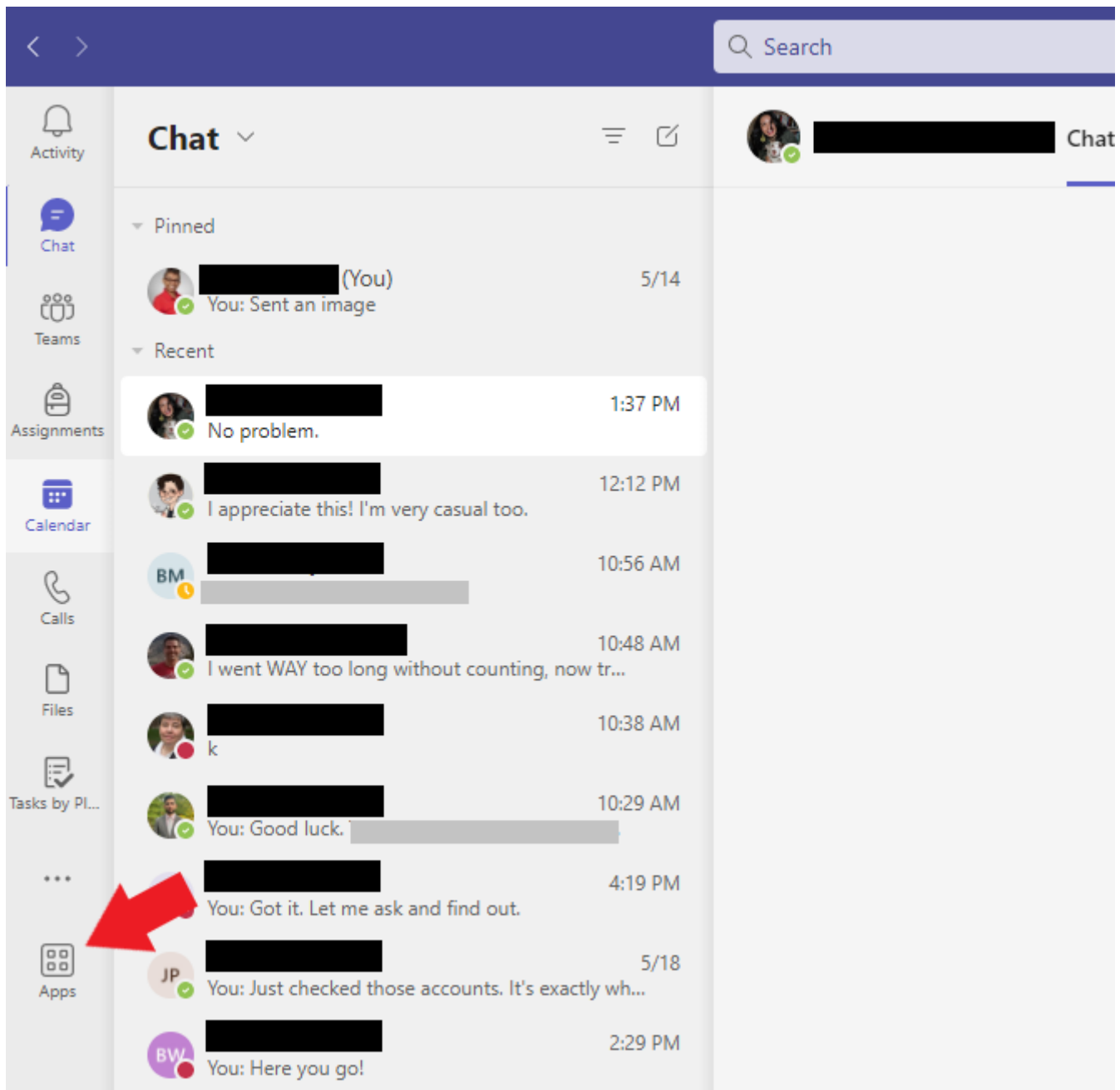


## How to Use the Panopto Application in Microsoft Teams

You can now use Panopto with Microsoft Teams! With the Panopto application in Teams, you can access your Panopto content, upload meeting recordings to Panopto, and more.

Follow these steps to add the Panopto applications to your Microsoft Teams client.

Log into your Teams desktop client. On the left-hand side of the screen, click *Apps*.



## How to Use the Panopto Application in Microsoft Teams

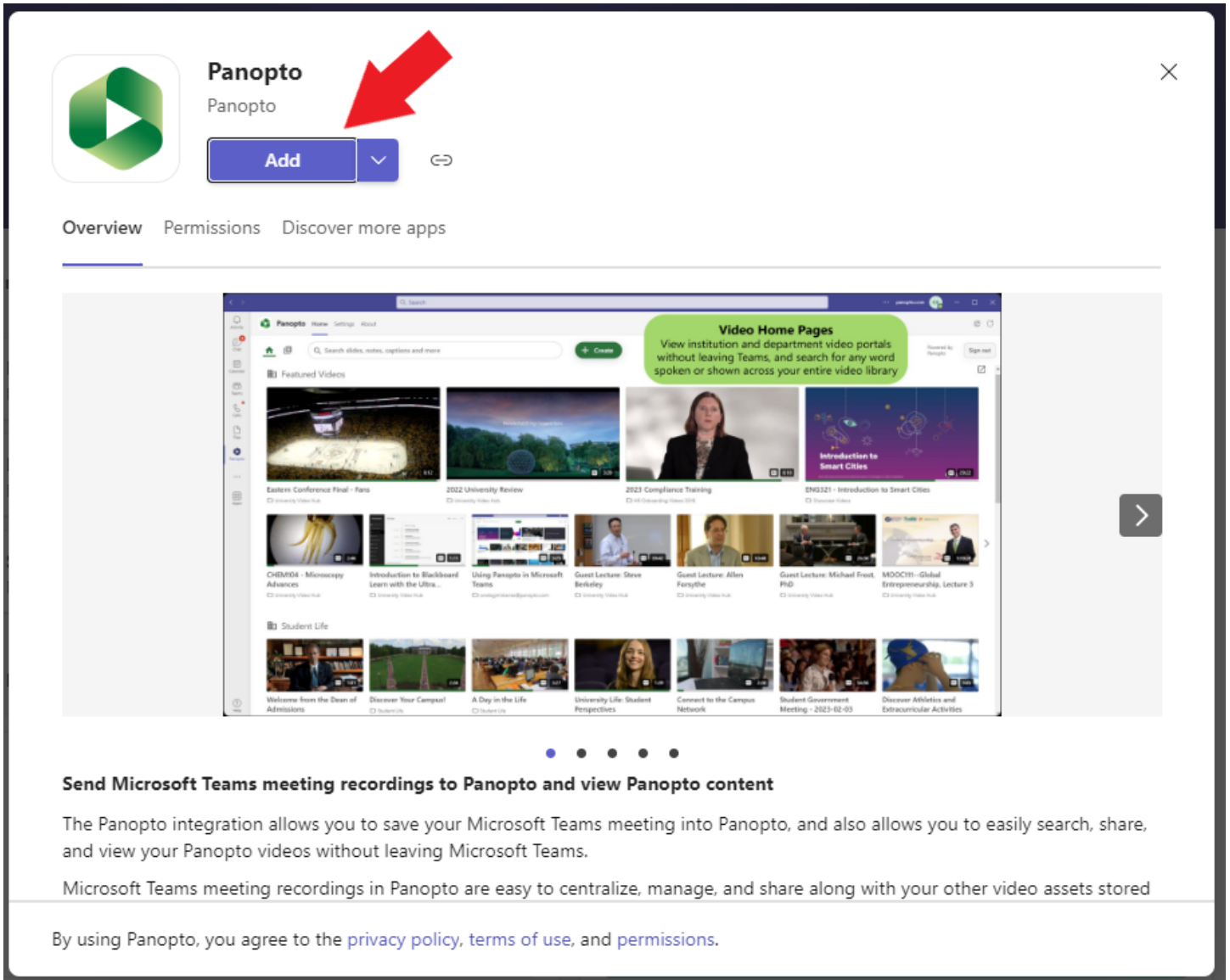
Find *Panopto* under *Popular in your org* or alternatively, search for *Panopto* in the Search bar on the left side of the screen. After selecting Panopto, a new window will appear.

The screenshot displays the Microsoft Teams App Store interface. On the left, there is a sidebar with a search bar and a list of app categories under the heading "Apps". The main content area features a dark blue header with the text "Get learning resources for your class teams" and "These apps offer powerful curriculum and educational content." Below this, a section titled "Popular in your org" lists several applications. A red arrow points to the "Panopto" application, which is the first item in the list. Each application card includes an icon, the app name, the provider name, and an "Add" button.

App Name	Provider	Action
Panopto	Panopto	Add
Channel calendar	Microsoft Corporation	Add
Decisions	Decisions	Add
Polls	Microsoft Corporation	Add
SharePoint	Microsoft Corporation	Add
Polly	Polly	Add

## How to Use the Panopto Application in Microsoft Teams

In the new window, click *Add*. The window will close.



**Panopto**  
Panopto

**Add** ▾ ↻

Overview Permissions Discover more apps

**Video Home Pages**  
View institution and department video portals without leaving Teams, and search for any word spoken or shown across your entire video library

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- Guest Lecture: Steve Berkeley
- Guest Lecture: Allen Forsythe
- Guest Lecture: Michael Frost, PhD
- MOOCY1 - Global Entrepreneurship, Lecture 3

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- Welcome from the Dean of Admissions
- Discover Your Campus!
- A Day in the Life
- University Life: Student Perspectives
- Connect to the Campus Network
- Student Government Meeting - 2023-02-03
- Discover Athletics and Extracurricular Activities

**Send Microsoft Teams meeting recordings to Panopto and view Panopto content**

The Panopto integration allows you to save your Microsoft Teams meeting into Panopto, and also allows you to easily search, share, and view your Panopto videos without leaving Microsoft Teams.

Microsoft Teams meeting recordings in Panopto are easy to centralize, manage, and share along with your other video assets stored

By using Panopto, you agree to the [privacy policy](#), [terms of use](#), and [permissions](#).

## How to Use the Panopto Application in Microsoft Teams

After the window closes, you will be prompted to sign into Panopto. On the first step, select *blackboard.louisville.edu* from the dropdown menu. Then, click *Sign in*. A new window will appear.



Sign in to Panopto

blackboard.louisville.edu ▼

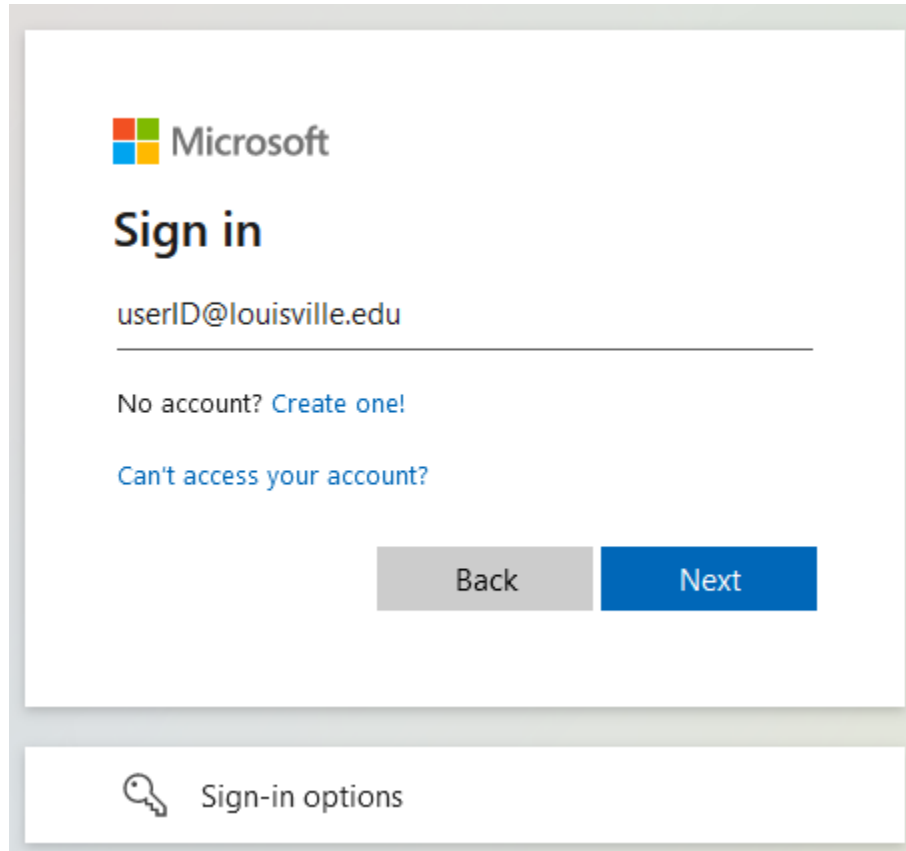
Sign in

We use cookies to remember your preferences and measure how our site is used. By continuing to browse this site, you are agreeing to our use of cookies.

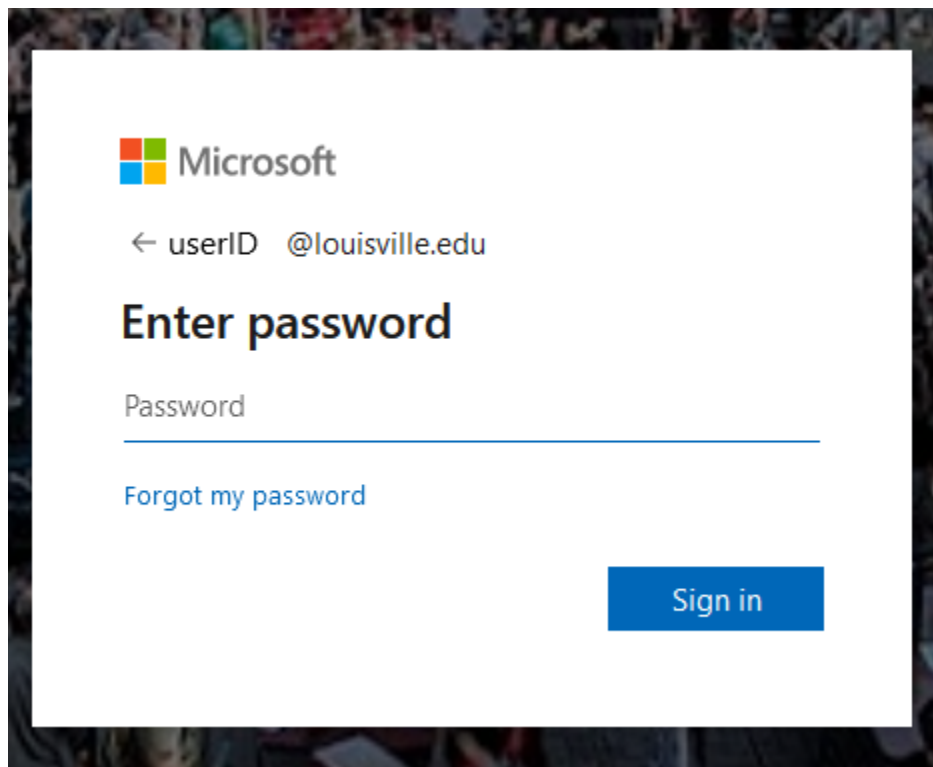
[Learn more](#)

## How to Use the Panopto Application in Microsoft Teams

In the new window, sign in using your University email (userID@louisville.edu) and password.



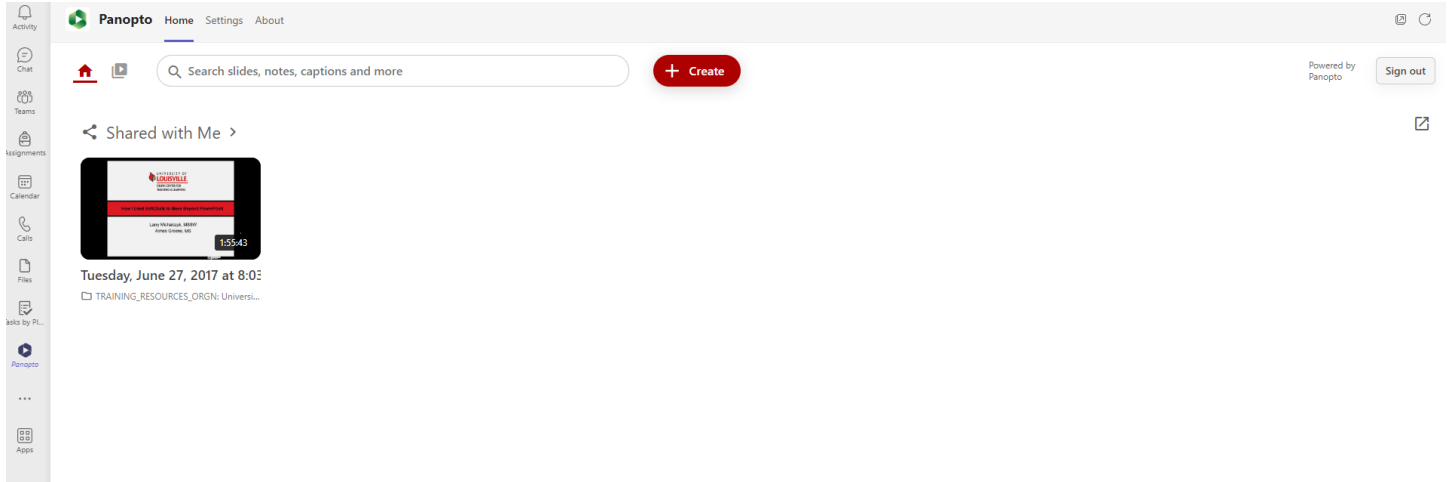
The image shows a Microsoft sign-in screen. At the top left is the Microsoft logo. Below it is the text "Sign in". A text input field contains the email address "userID@louisville.edu". Below the input field are two links: "No account? Create one!" and "Can't access your account?". At the bottom right are two buttons: "Back" (grey) and "Next" (blue). At the bottom left is a key icon and the text "Sign-in options".



The image shows a Microsoft "Enter password" screen. At the top left is the Microsoft logo. Below it is the text "Enter password". Above the password input field is the email address "userID @louisville.edu" with a back arrow to its left. The password input field is labeled "Password". Below the input field is a link: "Forgot my password". At the bottom right is a blue button labeled "Sign in".

## How to Use the Panopto Application in Microsoft Teams

After signing in, the window will close. Your Panopto account will display in your Teams client.



The screenshot shows the Panopto application interface within a Microsoft Teams client. The interface includes a top navigation bar with the Panopto logo and links for Home, Settings, and About. A search bar is present with the text "Search slides, notes, captions and more" and a red "Create" button. On the right side of the top bar, there is a "Powered by Panopto" label and a "Sign out" button. A left-hand sidebar contains various navigation icons: Activity, Chat, Teams, Assignments, Calendar, Calls, Files, Links by PL, Panopto, and Apps. The main content area displays a "Shared with Me" section with a video thumbnail. The thumbnail shows a slide with the text "Let's look closely at this Panopto recording" and a timestamp of "1:55:43". Below the thumbnail, the text reads "Tuesday, June 27, 2017 at 8:03" and "TRAINING\_RESOURCES\_ORGN: Universi...".