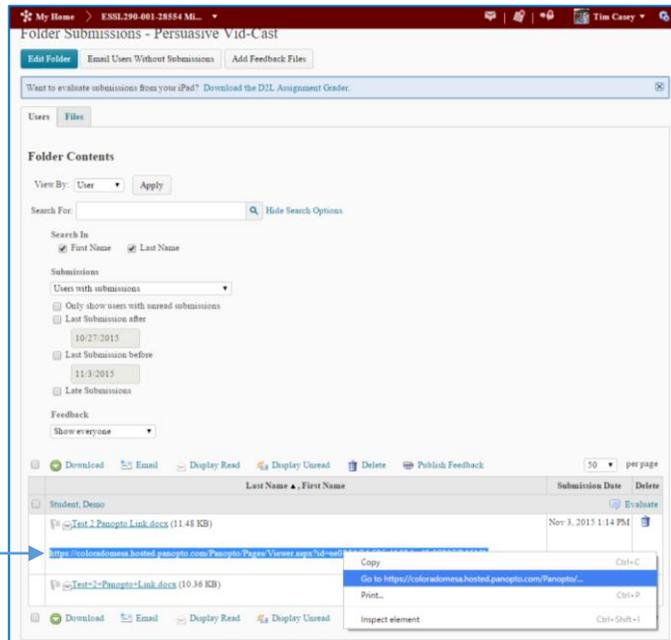


How To: Professors Grading Panopto Speech Videos

Professors Grading Panopto Speech Videos

1. Open the D2L class Dropbox and locate the outline document for a given student. Drag highlight the link in the Comments box, then right-click on the highlighted text and in the menu click the command that reads “Open *link* text”. This will create a new tab in your web browser and take you to the video for viewing purposes.

“Drag highlight” is a term that means to highlight text using your mouse. Simply locate the cursor at the beginning or end of the selection, press and hold the primary mouse button, and drag across the text to be selected. Then release the mouse button.



2. Next, back on the D2L Dropbox page, click the document link for the outline to so you can view that document and enter grading notes. You should have the video in a separate browser tab and the outline in its own browser tab

TIP: Point to the tab with the video and drag and drop it out of the browser tab bar. This will put this page in its own window. Now, drag and drop the title bar of this window and touch the cursor to the far right side of your screen. The window will automatically resize to ½ the screen width and snap to the right half side of the screen. Perform the same technique to the other browser window currently showing the student’s outline but drag and drop it to the left side of the screen; cursor must touch the left edge of the viewable screen before it resizes and snaps. Now you have a split screen view showing both the outline and the video.

If you are on Windows 10, after you snap/resize the first window, you will be presented with a tile display of all other open windows. Just click the window containing the student’s outline and it will snap/resize to the left side of your display.

3. NOTE: If you find a file in the dropbox without a comment, download the file, open it in Word, and then you can simply CTRL+Click on the link at the top of the outline.