

## Mac Panopto Recording Status

After ending a recording with the Mac Recorder you will be taken to the status screen. Here you will be able to free up room on your hard drive, find links to completed recordings, share recordings and see the progress of recordings that are not yet available for viewing.



The screenshot shows the Panopto Recorder application window. At the top, there is a "Create New Recording" button, the Panopto logo, a "Logout" button, and a "Logged Into Server: testing.panopto.com" indicator. Below this, a message states "Only recordings stored on this computer are shown below." with a link to "Manage Online Recordings".

Session	Date	Length	Status
completed example	7/13/11 1:22:59 PM	00:00:10	Completed
paused example	7/13/11 1:21:24 PM	00:00:03	Upload Paused
example offline recording	7/13/11 1:17:50 PM	00:00:15	Offline Recording
Wed, Jul 13 2011 at 12:59 PM	7/13/11 1:00:02 PM	00:00:10	Completed
Wed, Jul 13 2011 at 12:57 PM	7/13/11 12:57:36...	00:00:05	Completed

Below the table, there are two panels: "Recording Information" and "Preview".

**Recording Information:**

- Folder: Jon's Test Folder
- Session: completed example
- Streams: Video
- Status: Completed
- Links: [View Online](#) [Share](#)

**Preview:**


The preview panel shows a video player with a "Video" tab selected and a "Screen Capture" tab. The video shows a man smiling in a room. There are playback controls at the bottom of the video player.

**Session** - Shows the session name, denoted by the User.

**Date** - The date of which the recording was done.

**Length** - The duration of the recording.

**Status** - Shows the progress of the recording. By default the Mac Recorder will upload recordings once the User stops the recording.

**Preview** - During the upload progress or post upload, the "Preview" function allows playback of either the audio, video (with audio) or screen capture of the recording. Click  to enlarge the view of the preview playback of the recording.

**Recording Information** - Provides the details of the recording; the "Folder" to which it is being saved to, the "Session" name, what "Streams" were recorded, the "Status" of the recording, "Links" to view the recording online or share the recording with others,

- If the recording has a status of "**Completed**" there are two buttons; "Delete" and "Actions."

**Delete** - Gives you the ability to delete the recording from folder "Panopto Recordings" on the local machine, which will free up hard drive space.

**Actions** -> **Show Files** - Will open the recording named folder within the "Panopto Recordings" folder on the local computer, showing all files associated with that specific recording.

Example - Show Files: Click the button **Actions** and choose **Show Files**



Session

Session	Date	Length	Status
completed example	7/13/11 1:22:59 PM	00:00:10	Completed
paused example	7/13/11 1:21:24 PM	00:00:03	Upload Paused
example offline recording	7/13/11 1:17:50 PM	00:00:15	Offline Recording
Wed, Jul 13 2011 at 12:59 PM	7/13/11 1:00:02 PM	00:00:10	Completed
Wed, Jul 13 2011 at 12:57 PM	7/13/11 12:57:36...	00:00:05	Completed

Recording Information

Folder: Jon's Test Folder  
 Session: completed example  
 Streams: Video  
 Status: Completed  
 Links: [View Online](#) [Share](#)

Delete    Actions

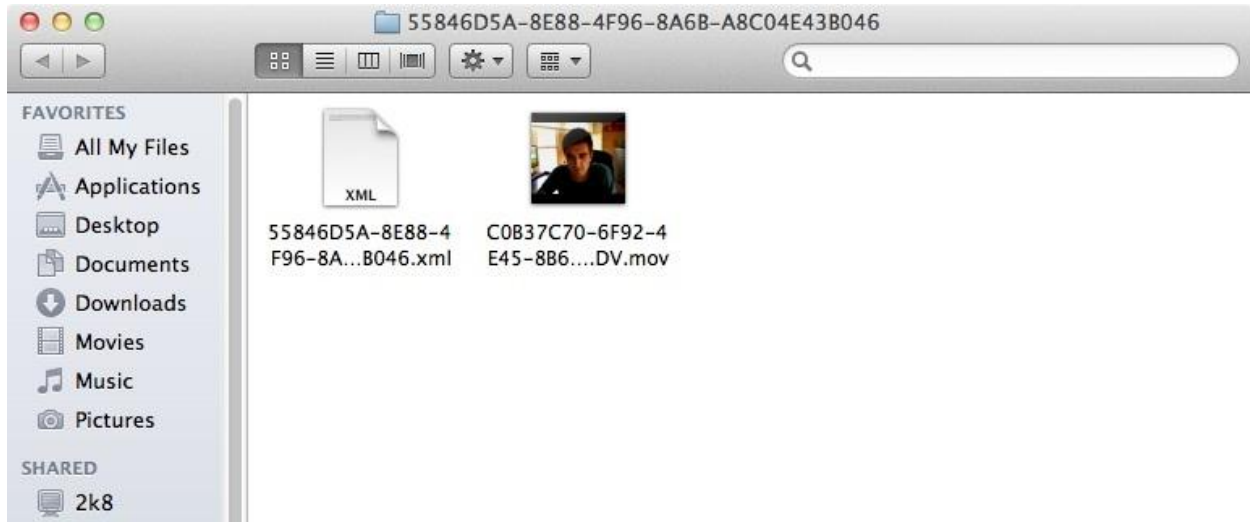
Show Files

Preview

Video    Screen Capture    



The window below displays the local files for this specific recording.



- If the recording has a status of "**Upload Paused**" the "**Delete**" button is replaced with "**Resume Upload**" which will allow the recording to continue uploading to the server.
- If the recording has a status of "**Offline Recording**" the "**Delete**" button is replaced with "**Choose Folder and Upload**"

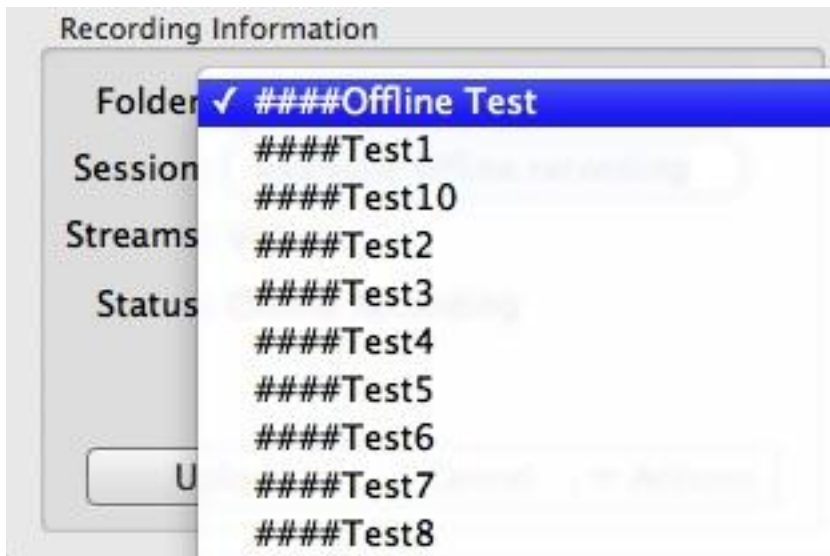
Example - Offline Recording: Click the button **Choose Folder and Upload**



The "Folder" text box becomes active.



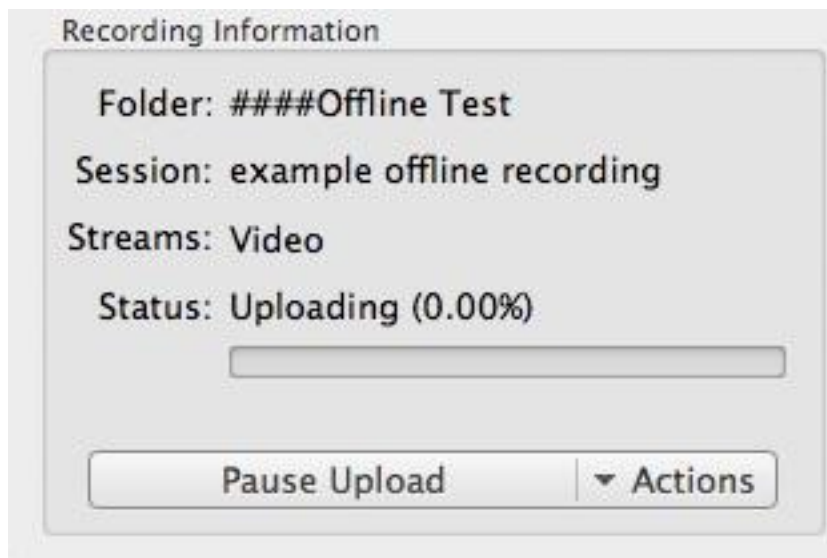
Choose the desired folder by clicking on the up/down arrows. To add a new folder click on the "+" sign.



After choosing the folder, either keep the existing session name of the recording or rename it, and click **Upload**.



The recording will start to upload to the server. Within the list of recordings and the "Recording Information" pane the Mac Recorder shows the status of the recording.



Session	Date	Length	Status
completed example	7/13/11 1:22:59 PM	00:00:10	Completed
paused example	7/13/11 1:21:24 PM	00:00:03	Upload Paused
example offline recording	7/13/11 1:17:50 PM	00:00:15	Uploading (0.00%)
Wed, Jul 13 2011 at 12:59 PM	7/13/11 1:00:02 PM	00:00:10	Completed
Wed, Jul 13 2011 at 12:57 PM	7/13/11 12:57:36...	00:00:05	Completed

Once the recording is uploaded to the server, the "Status" will change to 'Completed' and the recording can now be viewed online and shared with others.

**Recording Information**

Folder: ####Offline Test

Session: example offline recording

Streams: Video

Status: Completed

Links: [View Online](#) [Share](#)

Session	Date	Length	Status
example offline recording	7/13/11 2:24:47 PM	00:00:05	Completed
completed example	7/13/11 1:22:59 PM	00:00:10	Completed
paused example	7/13/11 1:21:24 PM	00:00:03	Upload Paused
Wed, Jul 13 2011 at 12:59 PM	7/13/11 1:00:02 PM	00:00:10	Completed
Wed, Jul 13 2011 at 12:57 PM	7/13/11 12:57:36...	00:00:05	Completed

## More Information

For access to additional information, tutorials and workshops, please visit the Center for Academic Technology website, <http://www.butler.edu/it/cat>, contact any Center for Academic Technology staff member at [training@butler.edu](mailto:training@butler.edu), or contact the Information Commons desk in Irwin Library at [infocommons@butler.edu](mailto:infocommons@butler.edu) or 940-9235.

## Bibliography

"Mac Recording Status." Panopto Support. Web. 06 Jan. 2012. <<http://support.panopto.com/focus-4-articles/19-macrecorder/237-mac-recording-status>>.

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