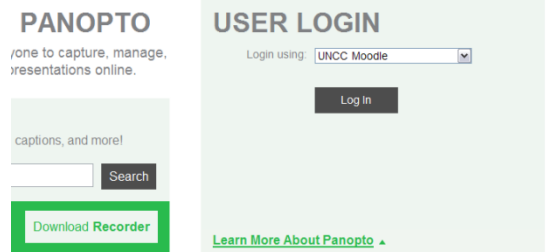


Moving, Downloading, and Deleting Panopto Sessions

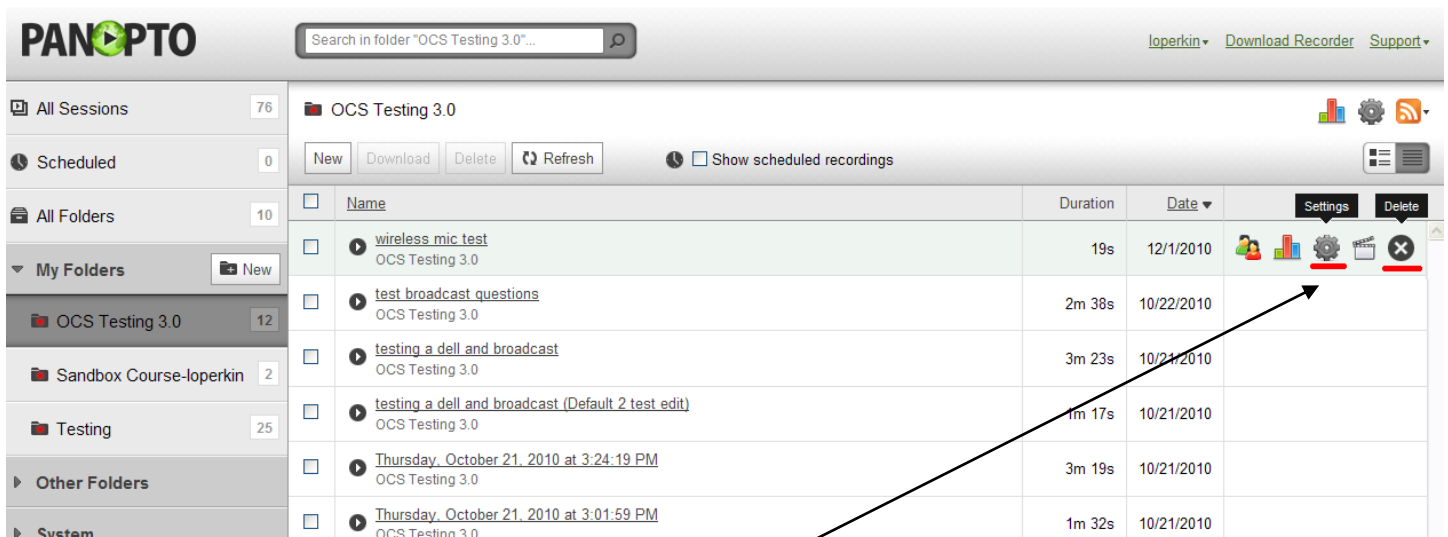
Open the following URL <http://pancap-web01.uncc.edu>

please choose **UNCC MOODLE**

Once Logged in you should see the following interface



Select the **My Folders** tab the left. Then you can select your available course folders. Each Session in a Folder has a **Settings** and **Delete** option. The **Delete** option is how a Session is deleted. **“Warning, if you delete a session it is not recoverable”** The **Settings** option is where we can move or download sessions



To Move a Session Under the **Info** tab click the **Edit** button at the end of the folder name. Select a new folder to move the session to and click **Save**. **To download a Session** Select the **Outputs** tab to show the download options

