



## Instructions for Video Capturing

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1. Access <https://moodle.up.pt/?lang=en> (Figure 1)
2. Click the button: **External access**
3. Enter the email you use to register the conference
4. Password: **changeme**  
You will be asked to define a new pass

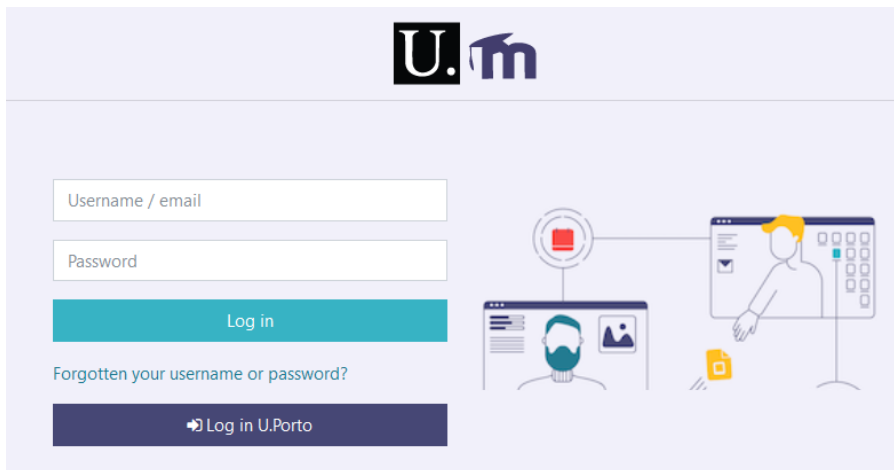


Figure 1 Login

5. Press the arrow on the right (Figure 2)

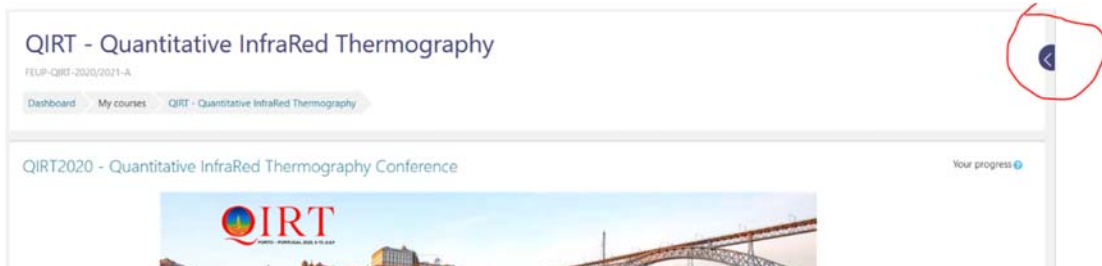


Figure 2 Access Panopto 1

6. Press the green Button “Access Panopto”, Figure 3.

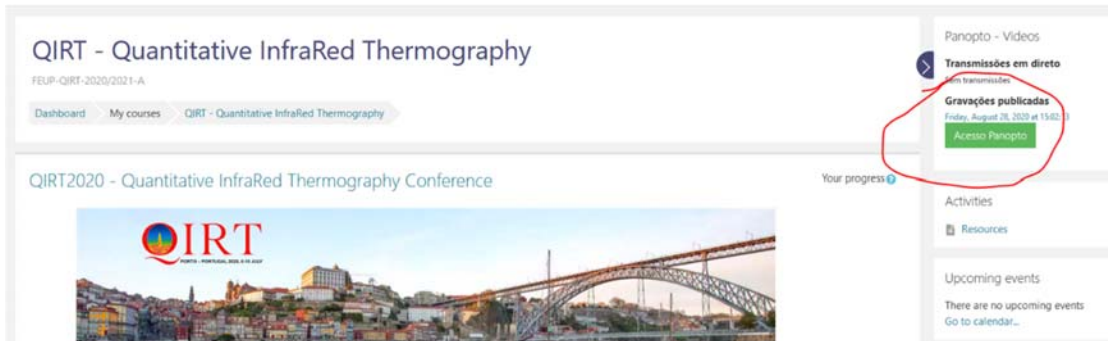


Figure 3 Access Panopto 2

7. Make sure you are on the correct folder, and press **Create > Record**, Figure 4.

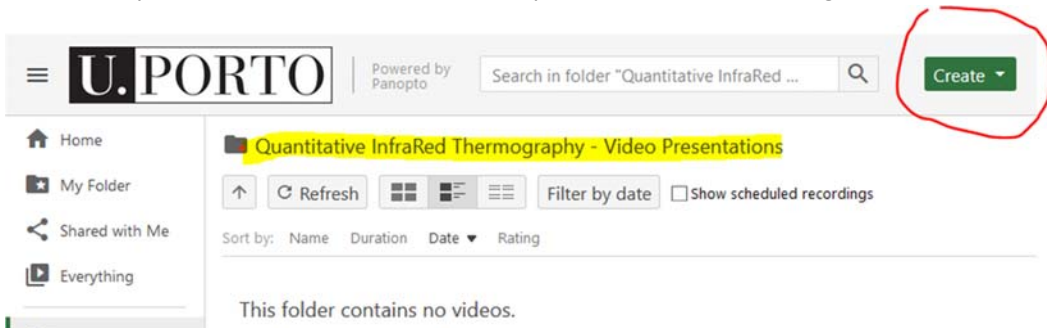


Figure 4 Create Video

8. Then, you need **download** and install the Panopto, or **Open** if you have it already installed

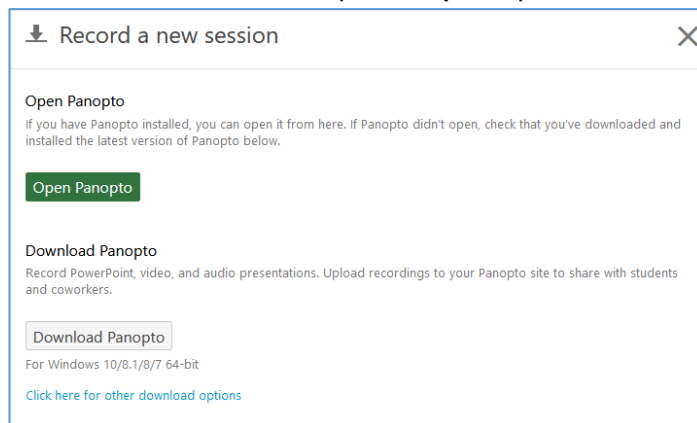


Figure 5 Open Panopto

9. This is Panopto interface. If you have a Power Point already open, it will appear on the main window. On the left side you can select the webcam, the screens, or the Power Point. You can also add other video sources. Again, make sure you are in the right folder (yellow marked).

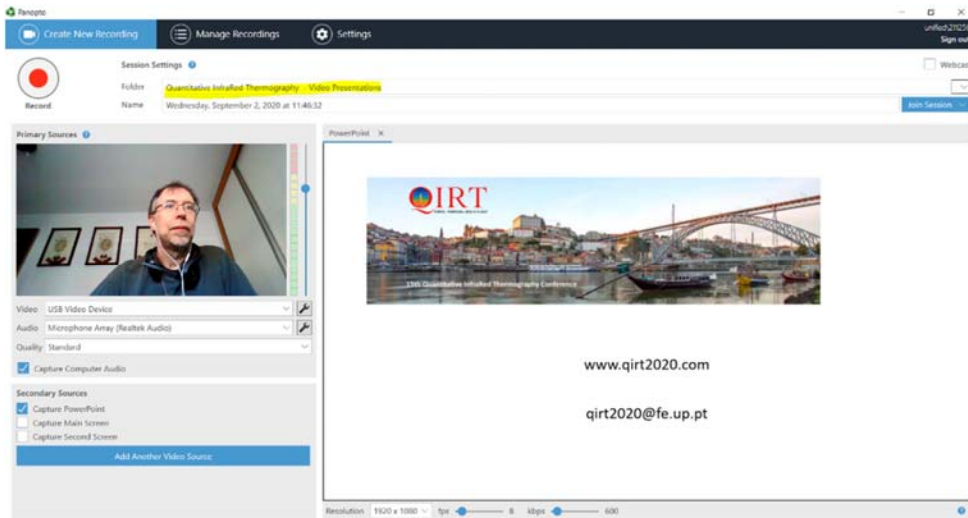


Figure 6 Panopto Interface

10. If you are happy with the result you may press DONE, if not press DELETE and record again, Figure 7.

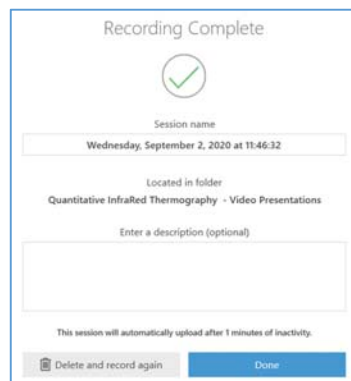


Figure 7 Record completion

11. By pressing DONE, the software will code the movie file. Please note that it will take a while depending on the selected video resolution. Anyway, the work will be done by the server, so you may return later on to check the result, no need to be waiting, Figure 8 and Figure 9.

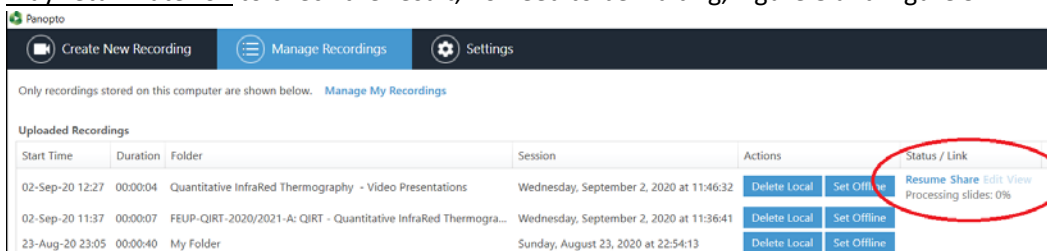
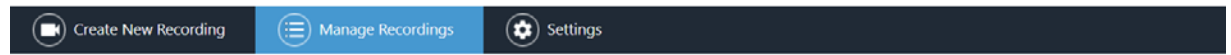


Figure 8 Coding the video

By the end it will appear like,



Only recordings stored on this computer are shown below. [Manage My Recordings](#)

Uploaded Recordings					
Start Time	Duration	Folder	Session	Actions	Status / Link
02-Sep-20 12:27	00:00:04	Quantitative InfraRed Thermography - Video Presentations	Wednesday, September 2, 2020 at 11:46:32	<a href="#">Delete Local</a> <a href="#">Set Offline</a>	<a href="#">Resume</a> <a href="#">Share</a> <a href="#">Edit</a> <a href="#">View</a>
02-Sep-20 11:37	00:00:07	FEUP-QIRT-2020/2021-A: QIRT - Quantitative InfraRed Thermogra...	Wednesday, September 2, 2020 at 11:36:41	<a href="#">Delete Local</a> <a href="#">Set Offline</a>	
23-Aug-20 23:05	00:00:40	My Folder	Sunday, August 23, 2020 at 22:54:13	<a href="#">Delete Local</a> <a href="#">Set Offline</a>	

Figure 9 End of coding

12. You can play the video (VIEW), and if you want, still you can edit (EDIT) by selecting the range to be removed, Figure 10, and in the end press APPLY to make the changes effective. The task is finished.

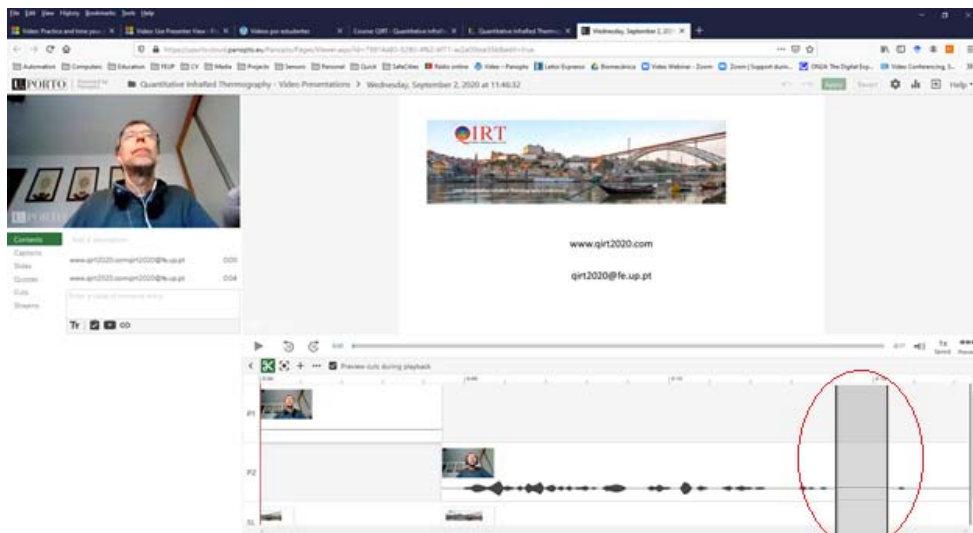


Figure 10 Editing the video