How to Upload Video to My Pitt Video / Panopto

Go to https://my.pitt.edu/ and search for "Panopto"

Click "Lecture Capture" link to open My Pitt Video. You may be asked to login using Pitt Passport credentials

Once My Pitt Video is open, you can then click "Create" along the top panel to display a drop down menu of options. If you already have the video generated, select "Upload Media" and choose the file to add. You can identify a specific folder if desired.

The video file will now be part of your My Pitt Video account. Click 'Settings' button to right of the video. Please uncheck 'Allow viewers to post comments' and uncheck 'Enable public comments by default on this video"

Click the Share button. Under the section titled Who can access this video, click the 'Change' button and ensure that 'Public (unlisted) Anyone who has the link' is selected.

Now you can select the 'Copy Link' button and paste this link in the corresponding 'Video Link' section of InfoReady and submit the video for review.