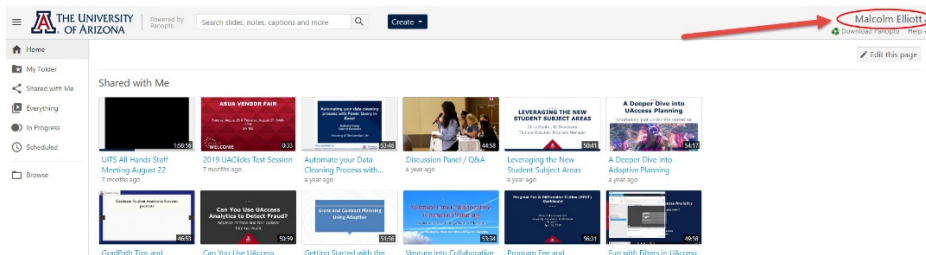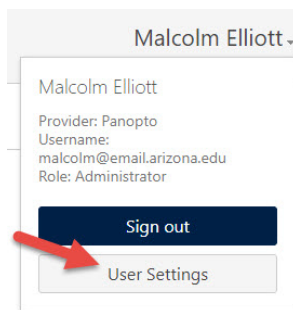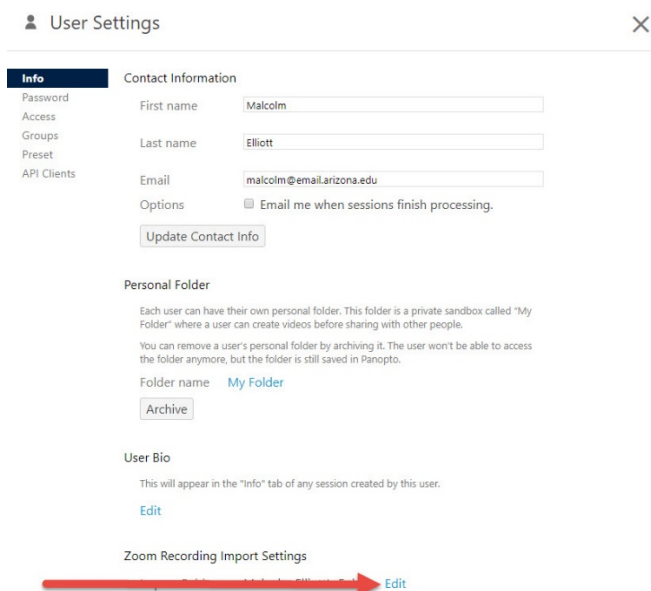# Selecting your Panopto Folder for Zoom Cloud Recording

1. Log in to Panopto through D2L by opening one of your current courses and going to UA Tools Health Sciences>Panopto
2. Click on your name in the upper right corner
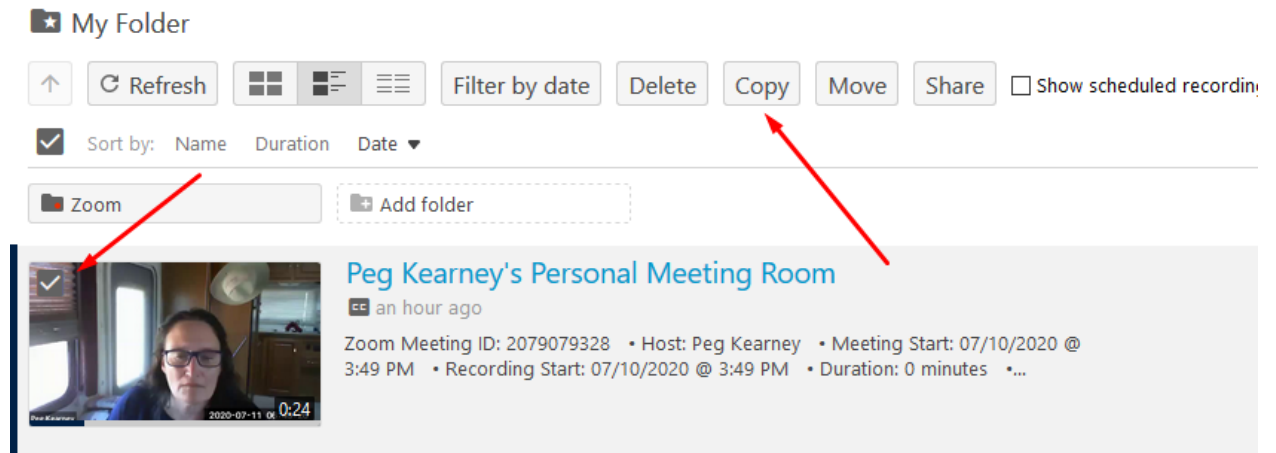

3. Select the User Settings button

4. Under Zoom Recording Import Settings select the Edit option
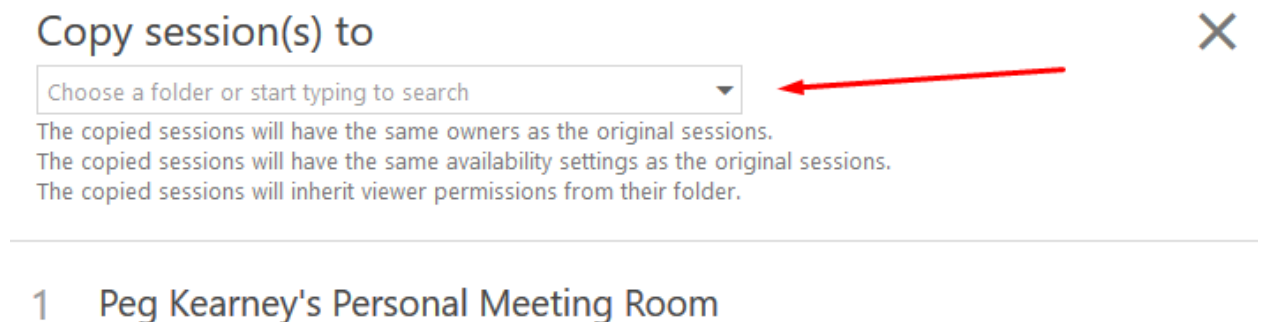

Set your **My Folder** to be the default location for recordings. All future Zoom recordings for any meeting that you host will now go directly into your My Folder in Panopto.

To use your recording for your course, you will need to copy it to your course folder. To do this, click on the checkbox in the thumbnail preview in your My Folder and select Copy from the menu above.

From the popup window, choose the course you want to copy the video to from the drop-down menu at the top of the window.

Once the video is in your course folder, you can link to it from your course content and students will automatically have access.