Resetting Panopto Access After Course Copy

(Assumes you’ve copied a course in MyGateway)

1. Navigate to the live course where students are enrolled (in MyGateway)

2. Click the Tools button on the left-side navigation bar.

   If this button does not exist, you can recreate it by hovering over the + button at the top of the menu, then choose Tool Link. Name the link “Tools” and then in the “Type:” dropdown, choose “Tools Area”. Then click Submit.

3. Choose Panopto Focus Content

4. Click the Configure button

5. Choose Add Course to Panopto

   Configure Panopto Course
6. Next, click OK.

Provisioning Results:

![Provisioning Results](image)

7. On the next screen, you’ll see two lists: Available Folders (on the left) and Selected Folders (on the right). Select the Course Folder where your videos are stored (under Available Folders) by clicking it. Then click the Add button. This will move that folder into the Selected Folders column.

![Available Folders](image)

![Selected Folders](image)

8. Click Submit. Now your students will have access to all the videos in the folder you selected above.

![Submit Button](image)

You will need to repeat this process each time you do a course copy in MyGateway.