In addition to making your lecture available to students in Blackboard, you can also email a link to them outside of Blackboard.

Once you have recorded your lecture, here is how to get the link to send to students.

First log in to the Panopto server: [http://lecturecapture.sulross.edu](http://lecturecapture.sulross.edu)
Select “Blackboard URL” from the drop down menu under “User Login.”
Click the “Log In” button.
Log in using your normal Blackboard username and password.

To log into Blackboard the first time, or for help with a lost login or password, call OH Help Desk. Assistance is available around the clock by calling:

- **On campus**: 8765
- **Off campus**: (888) 691-5071

**Blackboard Support**
Joseph Langford
jlangford@sulross.edu
(830) 703-4818.

For instructor and student help information on using Blackboard Academic Suite v8.0.475, visit the [SRSU Blackboard Information and Help Page](#).

Due to browser compatibility issues, it is recommended that Blackboard be used with the latest version of [Mozilla Firefox](#).
You will now see the Panopto screen that lists all your sessions on the server. Roll your mouse over any session and a set of icons will appear on the right side of the screen.
Click the middle icon that is labeled “Settings.”
The link to this lecture is under the “Overview” tab. You can copy this link and email it to your audience.
When students click the link, they will be prompted to log in using their Blackboard username and password. Once they log in, the lecture will appear and begin playing.

Click the black "X" to close this window when you are done.

Close the window using the black “X”.
You can also make your lecture available to non-students or individuals who do not have access to your Blackboard course by making it “public.”

On the “Share “ tab, click “Make Public.”
The link to this lecture is under the “Share” tab. You can copy this link and email it to your audience. Again, this makes the lecture available to anyone you send the link to.
You can always change it back to private.
Close the window using the black “X”.

Click the black "X" to close this window when you are done.