



# 2.3.3 Advanced Recording

## Recording Video and/or Audio to a Session

This advanced recording scenario is **split across two computers**. One computer handles the presentation content (PowerPoint and/or Screen Capture) and another computer captures the audio/video. If the same Session is chosen, the two separate recordings will be combined and synchronized on the Panopto@HKBU Server and the recording will look as if it were all recorded from one physical computer. **Presentations will not process through the Panopto@HKBU system unless they have at least audio or video recorded to that same session. This process can be done with both Windows and Mac computers (both of the same or a mixture of the two).**

- 1 Run the Panopto Recorder and log in. You may refer to [1.2 Configure Windows Recorder](#) or [1.5 Configure Mac Recorder](#) for detailed instructions.
- 2 Choose or create the appropriate folder and session. Please refer to [2.1.1 Adding Folder and New Sessions](#).
- 3 If you will be recording audio/video in this dual computer scenario, you'll want to choose the same Session as the presenter has. To do this, click on the down arrow on the right-hand side of the Panopto Recorder.

In this window, you can create a new session if one has not been created already, or you may select a Session that has already been started. The person capturing PowerPoint/Screen Capture and the person capturing audio/video will need to ensure that they are choosing the same Session. Naming the Session with the same name will not accomplish this. One person will need to create a Session first and the other must choose it from this window.



### Selecting Input Devices

- 4 To choose your video device, use the Video drop down box under Primary Source. If your device does not show up in the Panopto Recorder, please make sure that you have the latest drivers available from the device manufacturer and ensure that all cables and power are connected to the device. To choose the video camera, simply click the name and a preview window of what the camera can see will open.
- 5 To choose your audio device, use the Audio drop down box under Primary Source. To choose the audio device, simply click the name of the device you would like to use. An audio volume meter will appear and will show you the recording audio level of the camera.



- 6 Now that your audio and video devices have been chosen, you may begin recording at any time. Please refer to [2.1 Basic Windows Recording](#) or [2.2 Basic Mac Recording](#) for detailed instructions. The final presentation will be synchronized by the audio/video start time. The Presenter recording PowerPoint/Screen capture may also start recording when they are ready.