



# 3.1 Edit Your Recording

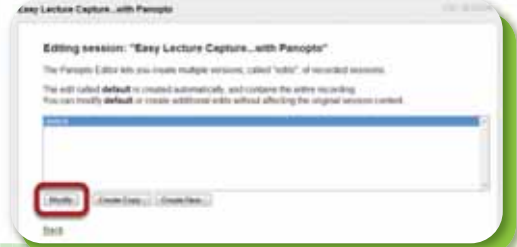
The new Panopto editor allows web based editing from any Mac or Windows computer. Silverlight is required for editing. The Panopto Editor lets you create multiple versions, called "edits", of recorded sessions. The edit called default is created automatically, and contains the entire recording. You can modify default or create additional edits without affecting the original session content. Editing is a non destructive process. Any undesired changes can easily be reverted.

**1** Log in and click the **edit** icon.



**2** To make changes to the default edit, click **modify**.

**Create New** makes a new edit. This is useful for splitting up longer recordings into different URL's. **Create Copy** will make a copy of an already edited session (all edits will be retained in the copy).

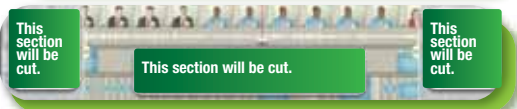


## Remove the beginning / the end of a Recording

**3** To remove the beginning and/or the end of a recording, grab the handle on either end of the timeline and drag it inward to the point at which you want the recording to begin or end.



**4** As you can see here, the beginning and ending are amended, and eliminated portions are grayed out.



## Remove middle portions of a Recording

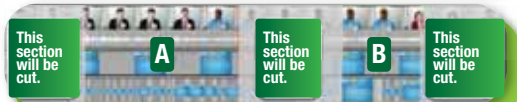
**5** To delete middle portions of your presentation, click once on the scissors icon (A) and then once on the section of the presentation you'd like to remove (B).



**6** After clicking you should see an additional set of handles created. Drag one of the handles to create a new cut point.



**7** The final result is two segments (A and B) that will be included after encoding.



**8** Click **Save and Encode** - then OK on the "Save your changes" prompt.

