



How to manually add a URL to Moodle

It's recommended that staff use **'Add an activity or resource > Panopto'** to add Panopto content to Moodle. This approach ensures that only students enrolled on the module can access your video, as well as unlocking features such as Bookmarks and Notes. However, there may be situations where manually adding Panopto links to Moodle is preferred:

- 1) Open Moodle (Google Chrome is best), find the relevant module, and then **Turn editing on** (top right-hand corner).

Turn editing on

- 2) Find the place in the module where you want to place the video.

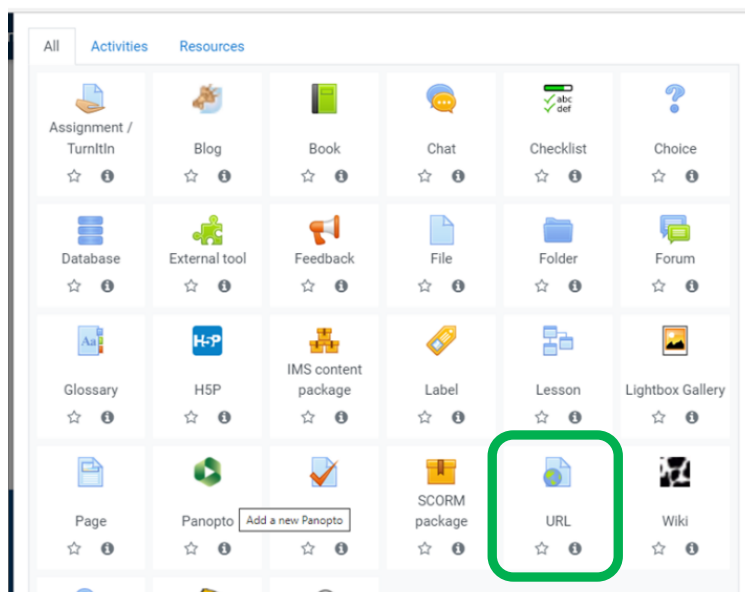
Topic 4




- 3) Click on the **'Add an activity or resource'** button.


+ Add an activity or resource

- 4) Select the **'URL'** option
























5) Give your Panopto video-link a **Name** and an optional **Description**













Name 

External URL 

Description

Paragraph       





Font family            

This video...


Path: p

6) In a separate Browser window/tab, open the Panopto Web dashboard (<https://cardiffmet.cloud.panopto.eu/>) and find the appropriate video. Hover your mouse over the video and grey icons will appear. Click **'Share'**

7) You'll be taken to the 'Share' tab on a pop-up. Select the Green **'Link'** option, and then click **'Copy Link'**. You'll notice that you can also set a start time, if you don't wish the video to play from the beginning.


   


Link Embed Facebook Twitter

Start at 








8) Return to your Moodle page and paste the copied link into the **'External URL'** box.














General













Name 

External URL 

Description

Paragraph       

Font family            

This video...

Path: p

9) Check that the other options ('Restrict Access' etc) are set as you wish

10) Scroll to the bottom of the page and click **'Save and display'**