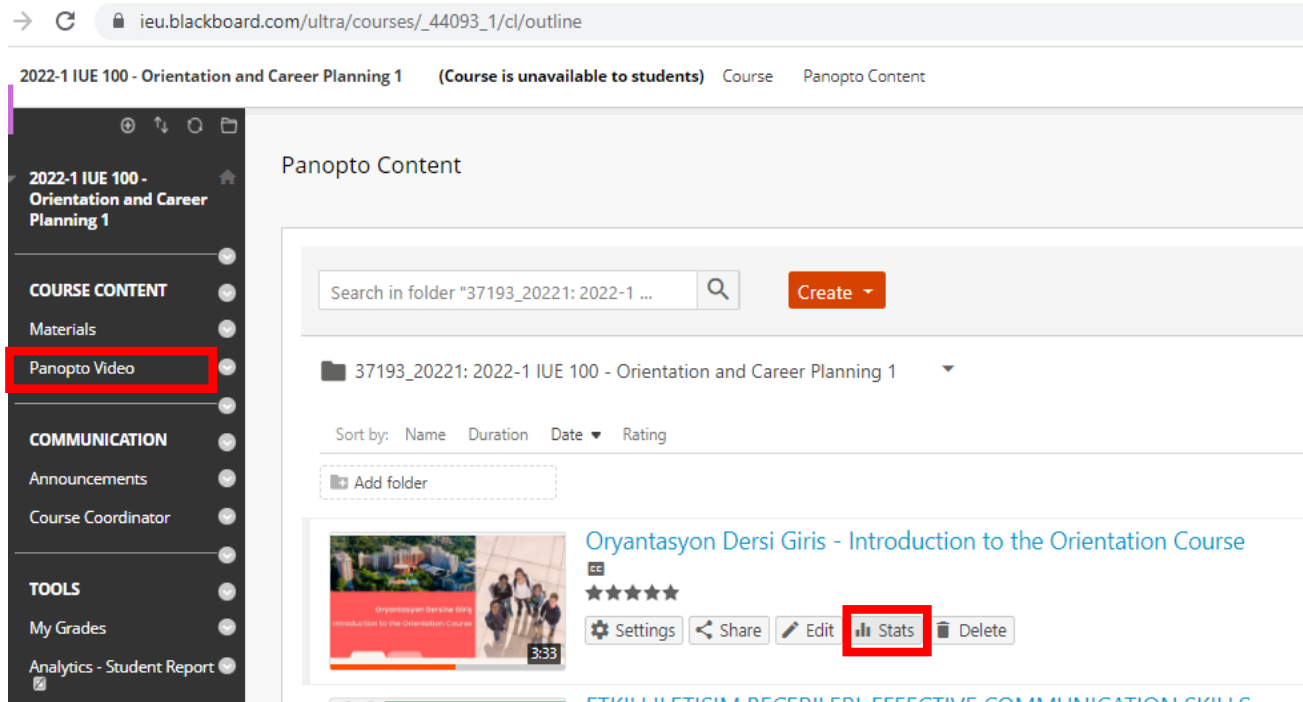


Viewing and Downloading Panopto Session Viewing Reports

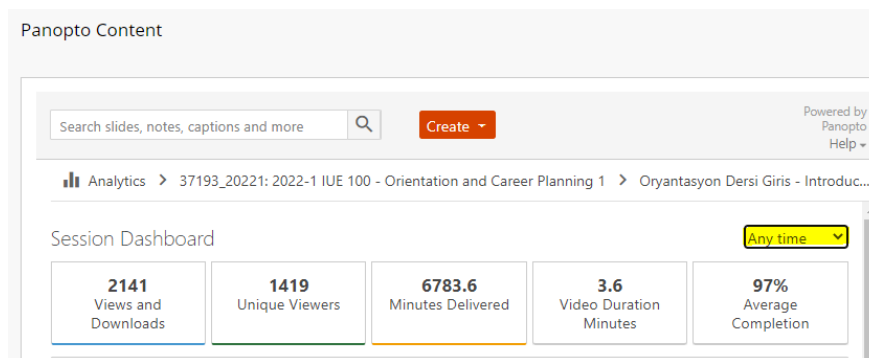
If you would like to view and/or download the usage reports of your Panopto video recordings, please follow the steps below:

1. Login to Blackboard. Select the relevant course. Click on Panopto Video in the course menu. Hover over the recording and select “Stats”.



The screenshot shows a Blackboard course page for "2022-1 IUE 100 - Orientation and Career Planning 1". The left sidebar menu has "Panopto Video" highlighted with a red box. The main content area shows "Panopto Content" with a search bar and a "Create" button. Below, a folder "37193_20221: 2022-1 IUE 100 - Orientation and Career Planning 1" is shown. A video titled "Oryantasyon Dersi Giris - Introduction to the Orientation Course" is displayed with a 3:33 duration. The video has a 5-star rating and a "Stats" button highlighted with a red box. Other buttons like "Settings", "Share", "Edit", and "Delete" are also visible.

2. On the top left side of the screen, select “any time”.



The screenshot shows the "Panopto Content" page with the "Analytics" tab selected. The "Session Dashboard" is displayed, showing various metrics: 2141 Views and Downloads, 1419 Unique Viewers, 6783.6 Minutes Delivered, 3.6 Video Duration Minutes, and 97% Average Completion. A dropdown menu at the top right of the dashboard is set to "Any time".

3. Scroll down and see the download reports. You can download three types of reports available.

Download Reports

[Views and Downloads by Day](#)
[Viewer Engagement](#)
[Top Viewers](#)