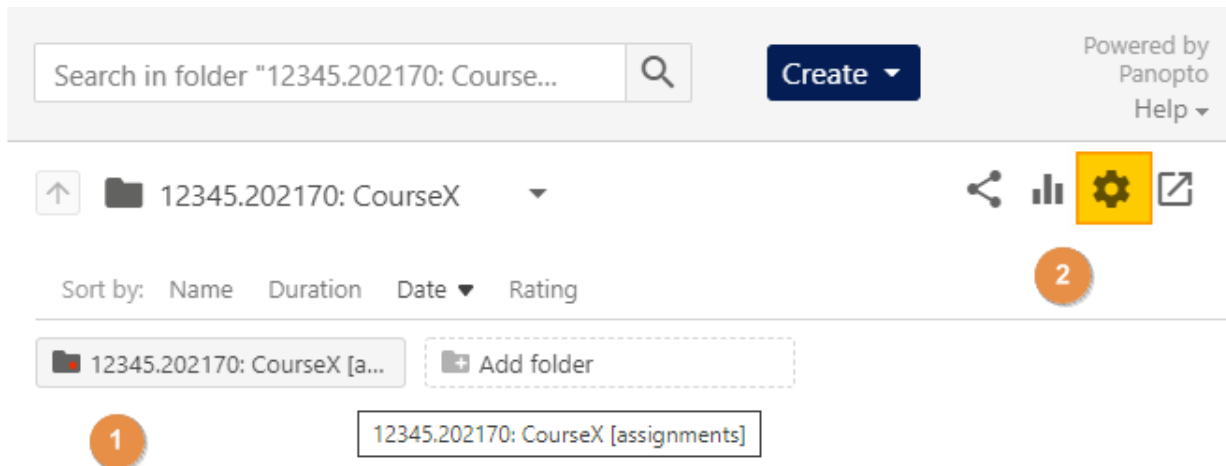


Changing Assignment Folder Settings

These instructions require you to have previously created an Assignment Folder within Panopto.

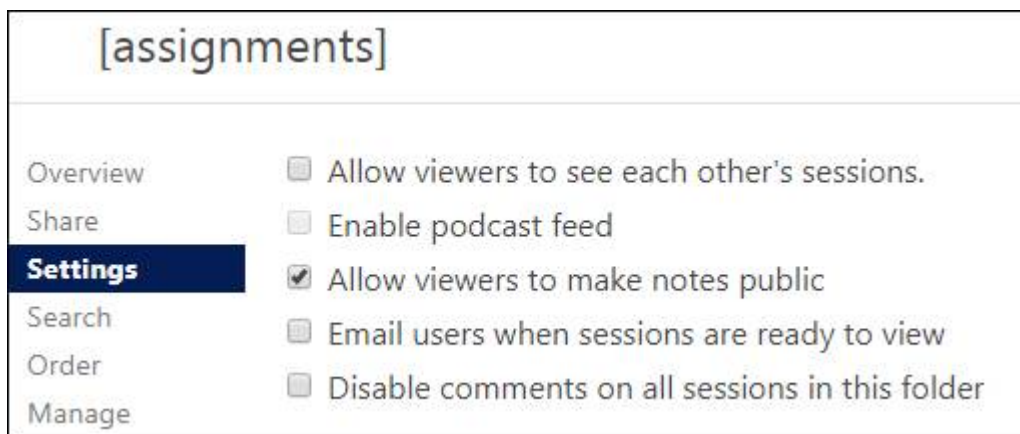
Once you have created your Assignment Folder within Panopto, you can modify its settings to allow or disallow certain features.

1. From within your Course Folder, navigate to your **assignment folder** (you may have to hover over it to see the full name).
2. Click on the **Settings Cog** on the right side to open its settings.



The screenshot shows the Panopto interface. At the top, there is a search bar with the text "Search in folder '12345.202170: Course...'", a magnifying glass icon, and a "Create" button. To the right, it says "Powered by Panopto Help". Below this is a navigation bar with an upward arrow, a folder icon, and the text "12345.202170: CourseX". To the right of the folder name are icons for share, list, settings (a gear icon), and a link icon. A red circle with the number "2" is overlaid on the settings gear icon. Below the navigation bar, there is a "Sort by" menu with options: Name, Duration, Date, and Rating. Below that is a breadcrumb trail showing "12345.202170: CourseX [a...]" and an "Add folder" button. A red circle with the number "1" is overlaid on the breadcrumb. Below the breadcrumb is a folder name "12345.202170: CourseX [assignments]" which is highlighted with a red box.

3. Adjust the settings accordingly.



The screenshot shows the settings page for the assignment folder. The title is "[assignments]". On the left side, there is a navigation menu with options: Overview, Share, Settings (highlighted with a blue bar), Search, Order, and Manage. On the right side, there are several settings with checkboxes:

- Allow viewers to see each other's sessions.
- Enable podcast feed
- Allow viewers to make notes public
- Email users when sessions are ready to view
- Disable comments on all sessions in this folder