**Student- Teacher Collaboration in Panopto**

This option is great for group work because students will have creator access to everyone’s work in the folder. You can also use this option to group student work by assignment. However, remember that the students will be able to view/modify their peers work.

To get started, right click the class folder that has the same name as your Nexus Site and click “New subfolder”.

Now, (1) add the name of the Assignment. Giving a description for the assignment is optional. Then, click (2) “Create Folder”.

Next, you need to make a dropbox so that students can upload or record audio/videos.

In order for students to be able to see this dropbox and upload/record media into the folder, the folder needs to be shared with the students. Click on “Share” located in the left hand menu and click “Add or manage groups”.
The students who are enrolled in your class from Nexus is not placed in a group. So, you are going to do so, by adding the students in a group. To do so, click “Add new…”. Type in the name of class and click “Save”.

Add each student in the class group by inputting their last name and choosing the Nexus option from the dropdown. Once every student has been added, click “Back to groups”.
Congratulations, you have now added your class to the Nexus group. Next time you make a folder that you’d like your students to have access to, simply check the box of the group you’ve made and it will be accessible to them and click “Add selected items to share list”.

Finally, click “Share”.

Choose the Nexus option