

Course Number & Title				Course Section(s)
Instructor		Office Phone		
I would like to use PDR* (Panopto Desktop Recorder)		Graduate Assistants		
Year		Semester		
Course/Recording Begins (date)		Course/Recording Ends (date)		
Meeting Days	Mon	Tues	Wed	Thurs Fri
Class Starts At (hh:mm)		Class Stops At (hh:mm)		
Room Number for Classroom Recording		Dates Recording Not Needed -		
Total Recording Duration				
Request for Re-Release of Panopto Recordings				
Please complete the following form if you plan to re-use Mediasite/Panopto Recordings from a previous semester. The OET takes all links for a semester offline approximately 1 month after semester ends. Therefore if you plan to use recordings from a previous semester we must provide you with a new URL.				
Course Number				
Course Title				
Instructor			Office	Phone
Year Recorded			Semester Last Distributed	
Course Begins (date)			Course Ends (date)	
On Campus Access?				
*Special Instructions				

OET gives access to recordings to Distance Students only; please indicate if you want On Campus student access.