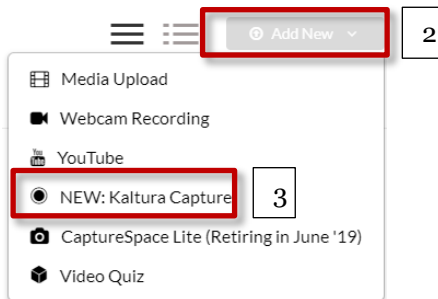


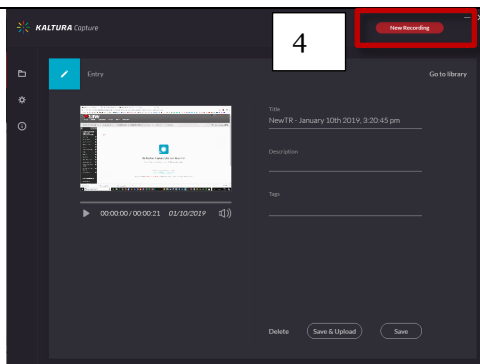
Kaltura Capture (Screen Capture) Recording



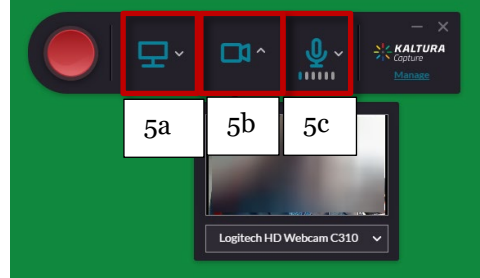
1. Open Blackboard. On the My UIW landing page, scroll down to locate the *My Media* module, and select **My Media**



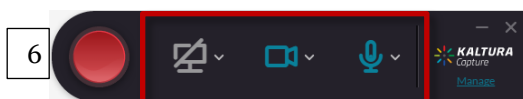
2. On the right side of the page, click **Add New**
3. Select **Kaltura Capture**





4. The Kaltura Capture Page opens. Click **New Recording**



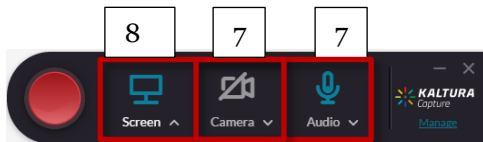
5. The recorder will open automatically, there are settings for;
 - a. Recording volume
 - b. Camera
 - c. Record video screen



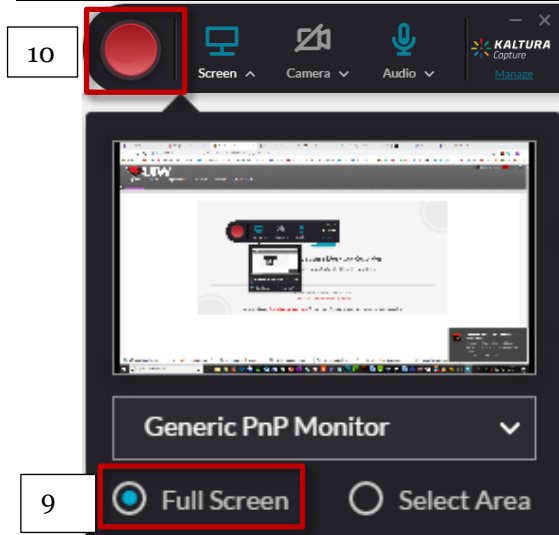
6. Click the TV, camera or microphone icons to turn the recording options on  or off 

There are five recording options:

- a. Screen, webcam & voice
- b. Screen & webcam
- c. Screen & voice
- d. Webcam only
- e. Voice only



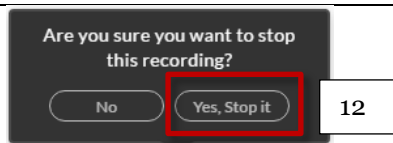
7. Click the **monitor** and **microphone icons** to turn them on
8. Click the **camera icon** to turn it on



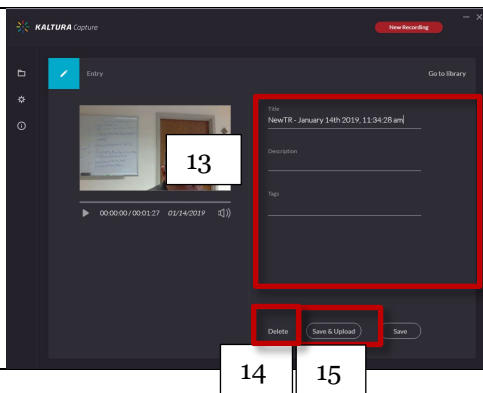
9. Choose a screen recording option- **Full Screen** or **Select Area**
10. When you are satisfied with the settings, click the **record** button



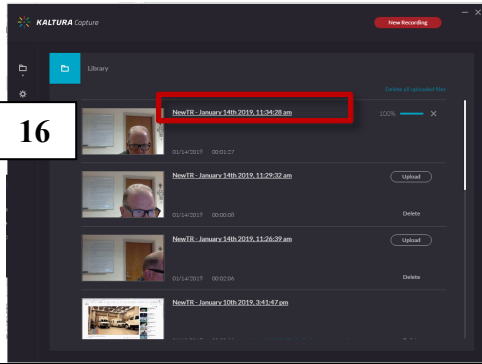
11. The recorder re-appears on the bottom right of your screen. Click **pause** to pause the recording or **stop (X)** to end the recording.



12. If you want to end the recording, confirm by clicking **Yes, Stop it**

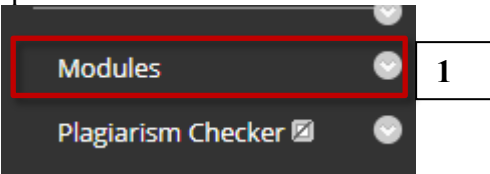


13. To catalog the video, add the **Title**, **Description**, and **Tags** to further identify the video
14. Click **Save & Upload**
15. If you decide to delete the video, click **Delete**

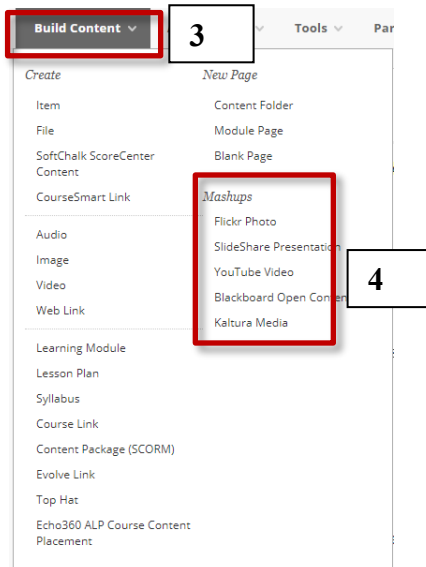


16. Once uploaded to Kaltura, the video will appear in the library. Click the **link** to review
17. The video can now be uploaded to a course through a Mashup.

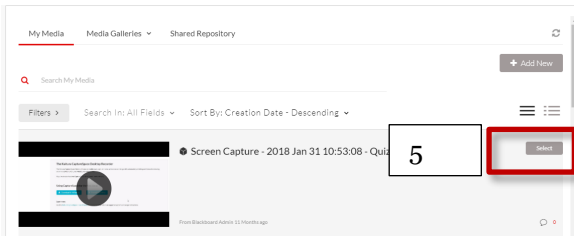
Upload a video to Kaltura



1. Return to Blackboard and click a **content link** such as *Modules* or *Weekly Lessons*
2. Open the **Module #** or **Week #** folder



3. Click **Build Content**
4. Locate *Mashups* and choose **Kaltura Media**



5. Scroll through *My Media* and choose a video by clicking **Select**

CONTENT INFORMATION

* Title

Color of Name

ADD KALTURA MEDIA CONTENT TO COURSE

Name: Wildlife.wmv (00:30)

Description

T T T T Paragraph Arial 3 (12pt) [List Icons] [Text Icon] [Image Icon] [Link Icon]

[Cut Icon] [Copy Icon] [Paste Icon] [Undo Icon] [Redo Icon] [Bold Icon] [Italic Icon] [Text Color Icon] [Background Color Icon] [Link Icon] [Unlink Icon] [Source Code Icon]

[Font Family Icon] [Font Size Icon] [Text Color Icon] [Background Color Icon] [Link Icon] [Unlink Icon] [Source Code Icon]

HTML CSS

7

PIONS


6. Add a **Title**
7. Add a **Description**
8. Choose a **view permission**
9. Choose a **view tracking option**
10. Select **Date** and **Time restrictions** to determine content availability
11. Click **Submit**



Options

8 Permit Users to View the Content Item ☒ Yes ☐ No

9 Track Number of Views ☐ Yes ☒ No

10 Select Date and Time Restrictions

☐ Display After  
 Enter dates as mm/dd/yyyy. Time may be entered in any increment.

☐ Display Before  
 Enter dates as mm/dd/yyyy. Time may be entered in any increment.