WEBER STATE UNIVERSITY
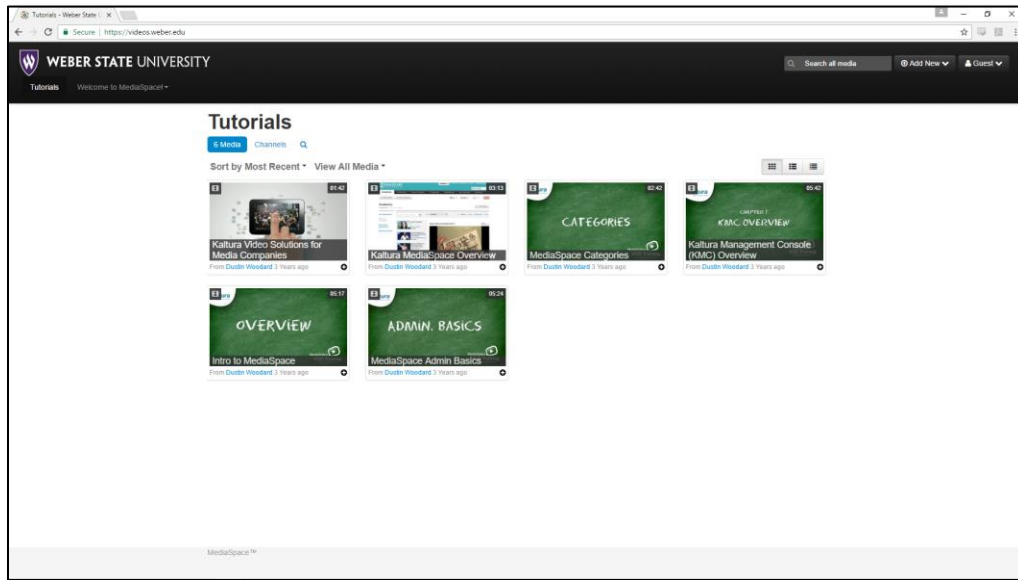
Classroom Technology Services

Classroom Capture – Kaltura Guide

1. Access Recordings

To view video recordings, go to http://videos.weber.edu in the web browser. Kaltura launches with a landing page which includes several video tutorials. Below is an example of the landing page:


To access videos, log into your user profile. Click the button in the top right corner of the webpage labeled 'Guest'. A dropdown menu appears, then select 'Login'. The login uses Weber credentials.
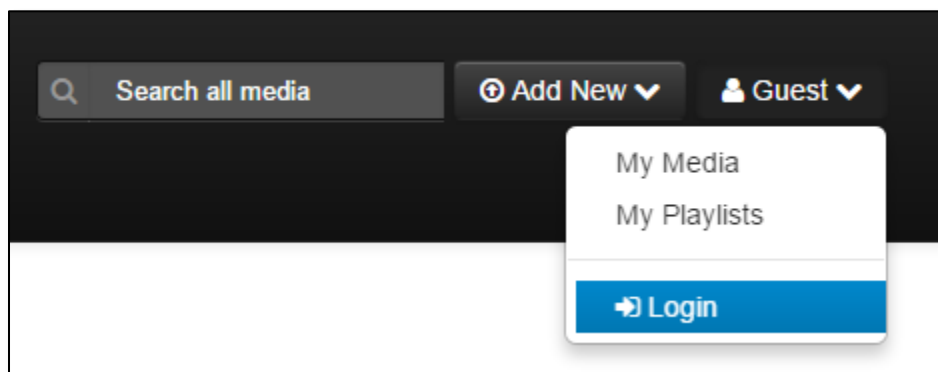
Once logged in, the Tutorials page appears again. In order to access your video files, select the button in the top right corner of the screen labeled with the user's name. Next select the 'My Media' option from the dropdown menu.
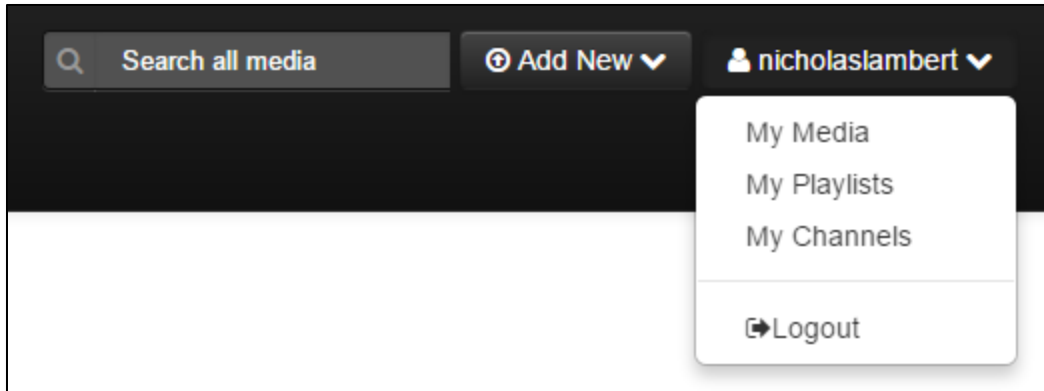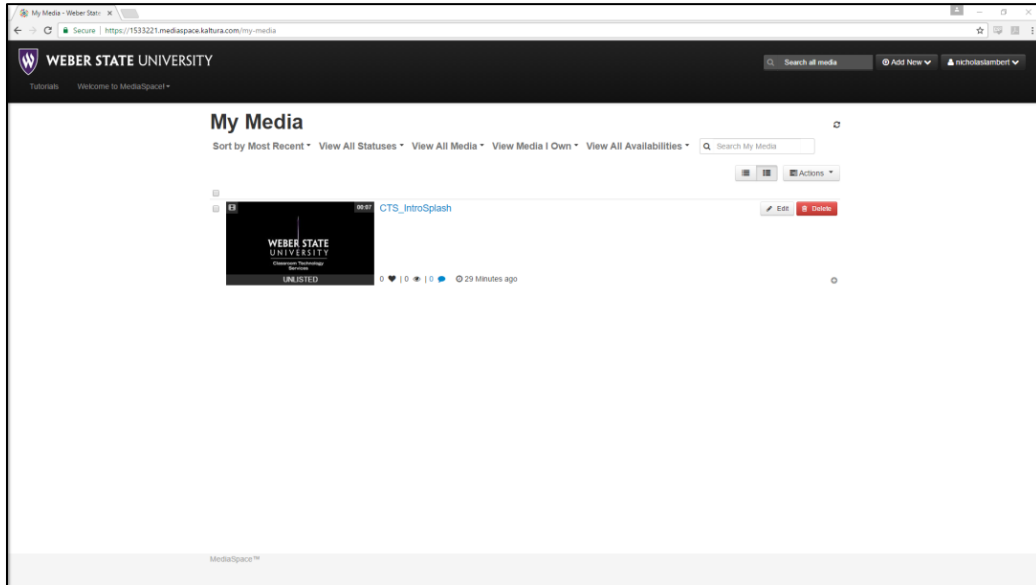
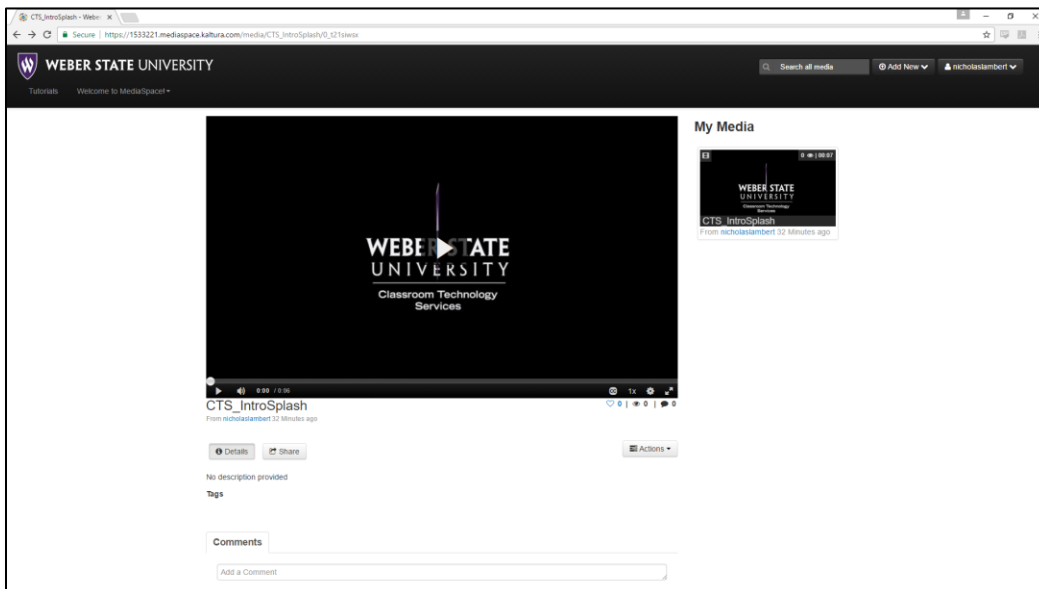Now the page which lists all uploaded media files appears.
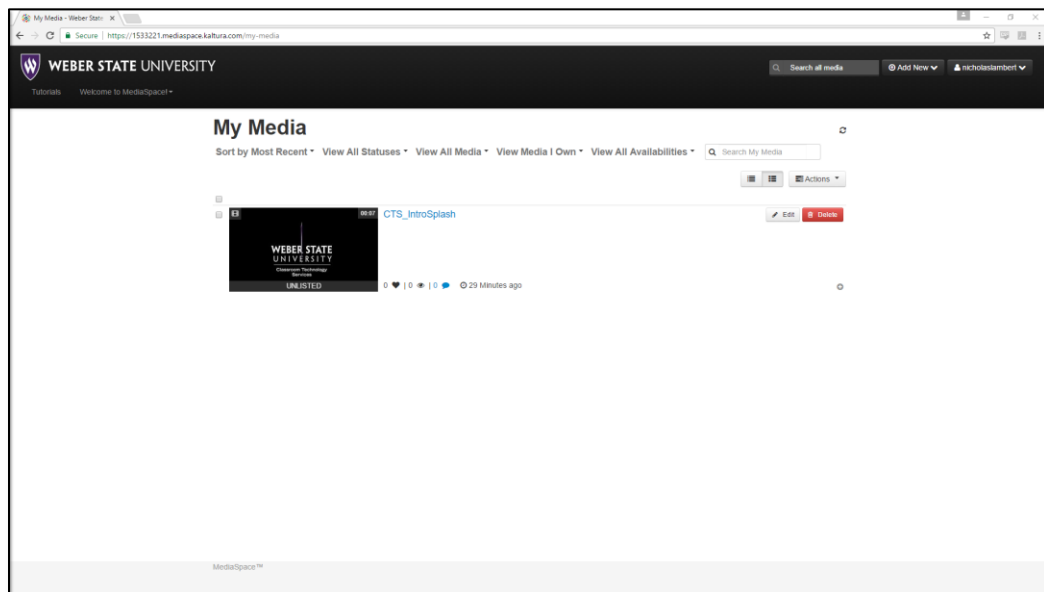
2. Sharable links, edit titles and add descriptions to uploaded videos.

To share a video, select one of from the list of media.

Once the video is selected, the user is taken to a new screen.

Next, click the 'Share' button located near the bottom left corner of the video. A URL displays which can then be copied and sent to anyone for access.

To change the title of a video click on the 'Actions' button located to the bottom right corner of the video. Second, select 'Edit' from the dropdown menu.

From this screen, title, description, collaboration and other options are available.

3. Embed Videos into Canvas

Embedding content into Canvas allows for students to watch videos inside Canvas. The video is playable directly within the Canvas window.

To start to embed into Canvas, go to 'Your video' inside of Kaltura. Select the 'Share' button then click 'Embed'.

Next, select the size and style of the Canvas video player. Once selected the options to copy the embed code are to highlight the text and press Ctrl+C on a Windows machine, or Cmd+C on a Mac.

Proceed to Canvas, and paste the link into the page. For this tutorial we will use an Assignment as the example.

In Canvas, go to the 'Your Assignments' section and create a new assignment. When presented with the new assignment page click on the blue link titled 'HTML Editor'.
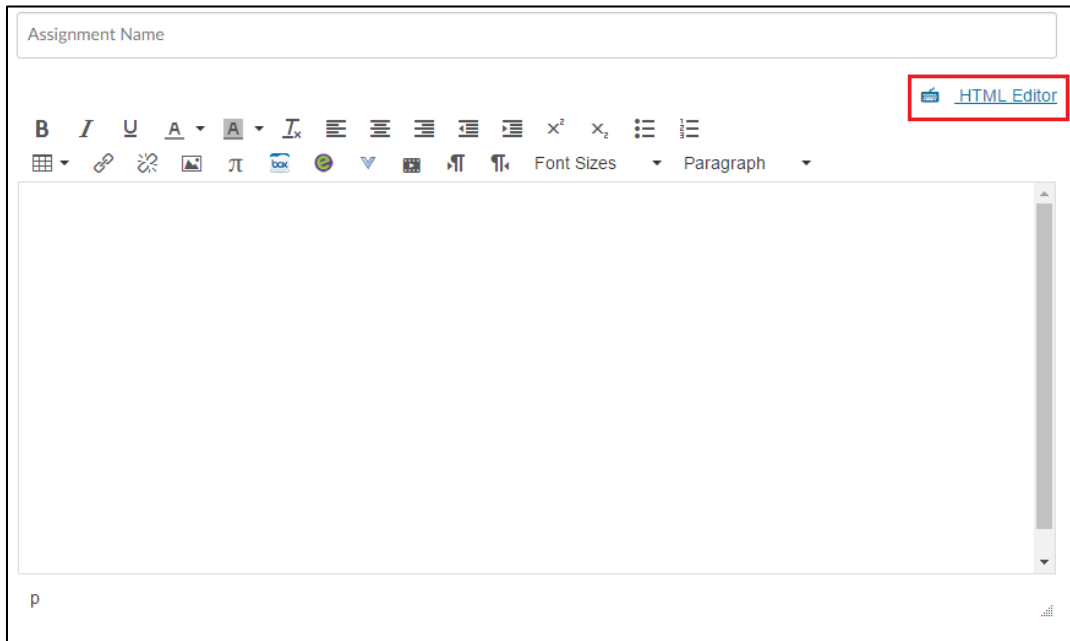
Once the 'HTML Editor' loads paste the embed link from Kaltura to add the video into the Assignment. The 'Rich Content Editor' can be used to easily add other content onto the page.

When on the Assignment editing page, a large gray box appears inside of the Assignment content area. This is a placeholder for the video. When published, the normal video will display. The Assignment should look similar to below once published.