Convert Lectures Slides into a Kaltura Capture Video
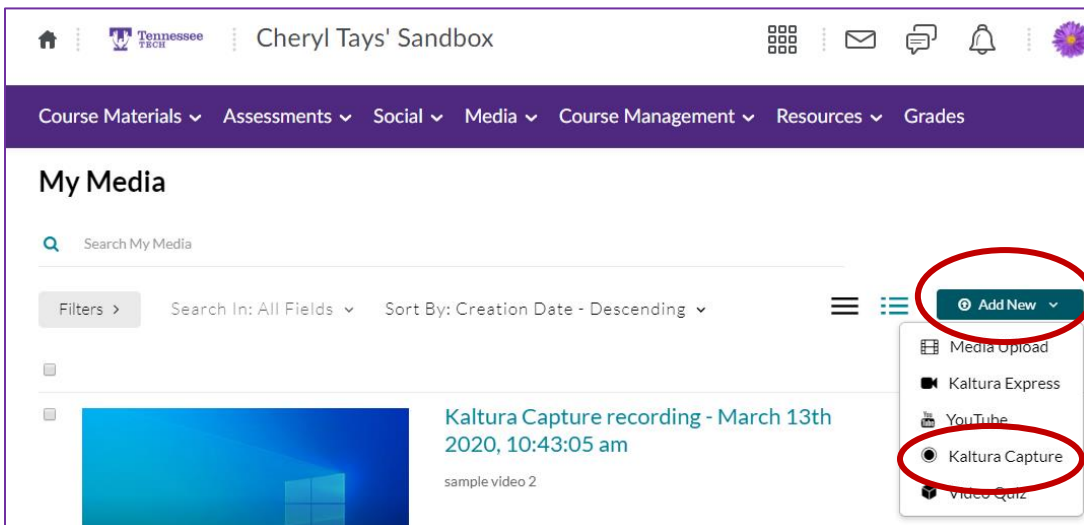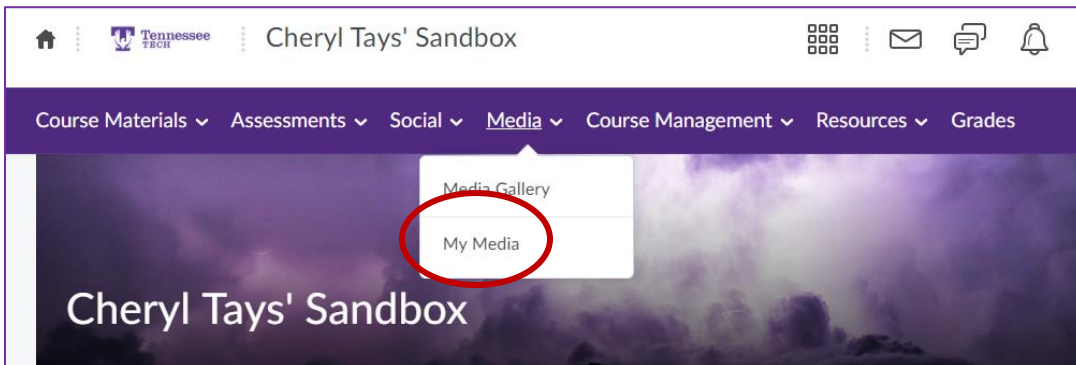
Kaltura has its own screen capture tool to allow users to record their screen, microphone, webcam, computer audio, or any combination of these. It can be used to record lectures for student viewing.

1. Open Kaltura Capture by navigating to the **My Media** on the iLearn navigation bar.
2. From the **Add New** menu, choose **Kaltura Capture**.

3. If it is the first time that you have used Kaltura Capture, you will download it. Follow instructions on the screen to download the software.

4. When the Kaltura Capture program opens, choose **New Recording** in the red box on the top right of the screen.


5. The Kaltura Capture program is open, the toolbar will appear on the screen. The toolbar includes: **Start, Enable/Disable Webcam, Record Screen, Enable/Disable Microphone.**

6. If you have more than one screen that you want to record, you can change one of your inputs from Webcam to the other monitor. Click the down arrow and select the input.
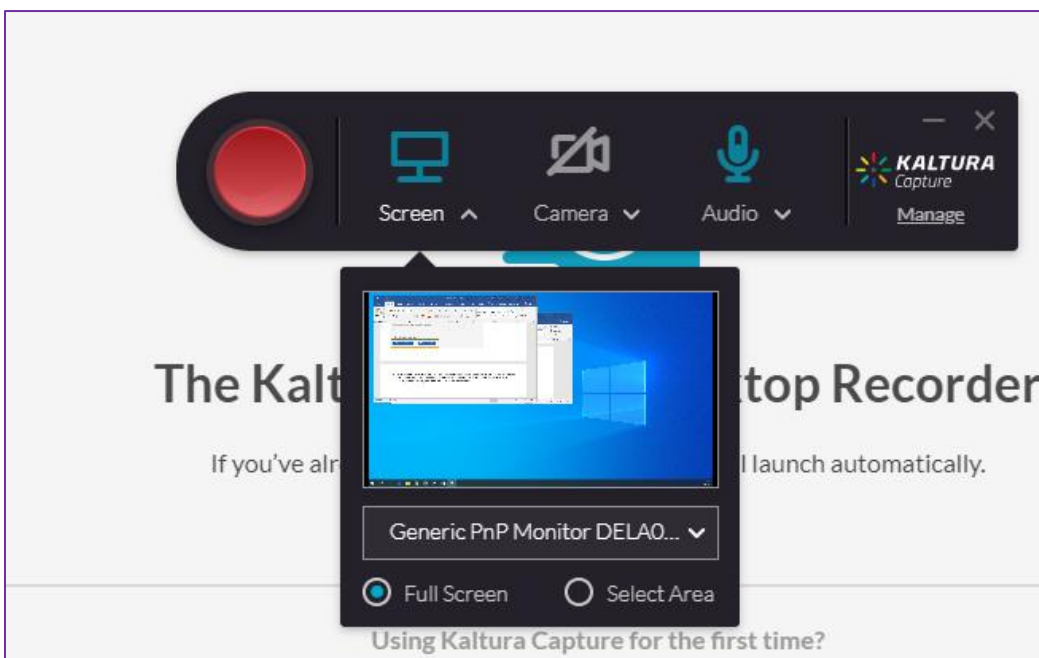

7. Be sure your lecture presentation is open on your computer. You are ready to record.

Recording the Lecture and Slides

1. Click the red **Record** button. There will be a 3 second countdown before recording starts. Start presentation and speak clearly to explain the concepts covered in the presentation as you click through the slides.
2. While recording, you will notice a different toolbar on the screen which will allow you to control the recording progress: stop, pause, and cancel. There is also a pencil icon that allows you to draw on the screen.
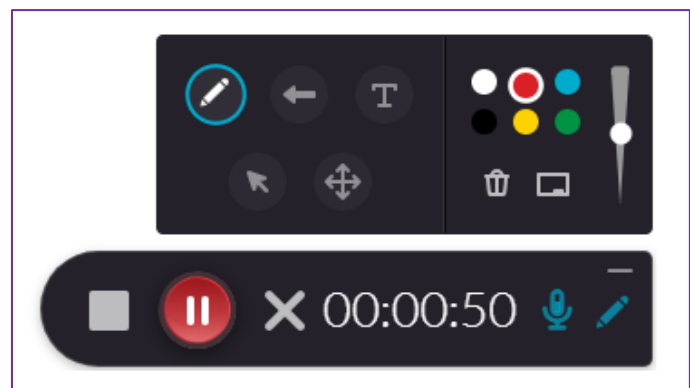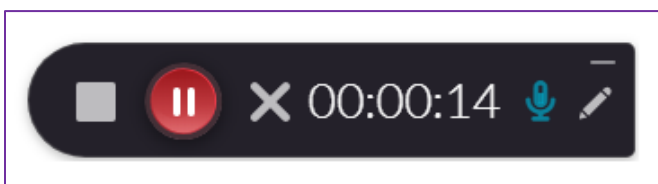
3. When you stop the video, the save dialog box will appear. Name the recording and add description and tags if necessary, then click **Save & Upload**.
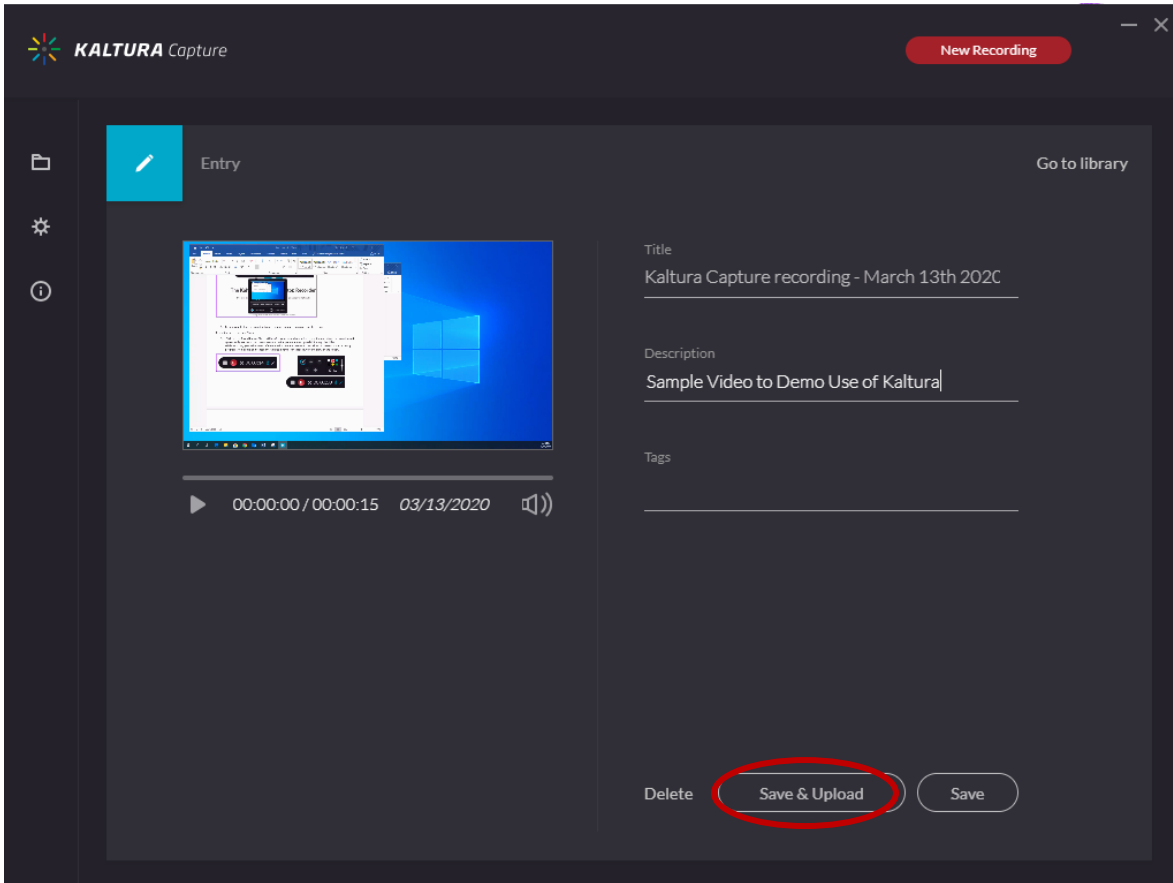
4. An upload progress bar will appear next to the video. When upload is completed, the video will appear in the **My Media** tab.

5. To edit a Kaltura video, go to My Media and choose the video you want to edit. Under the selected video, click **Actions** and then **Edit**.