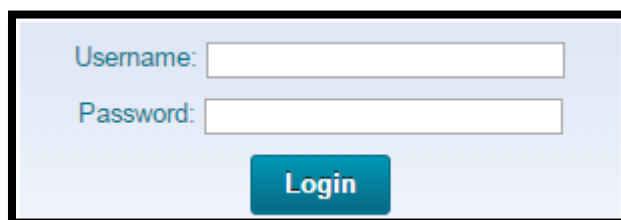


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SETTING UP KALTURA FOR VIDEO

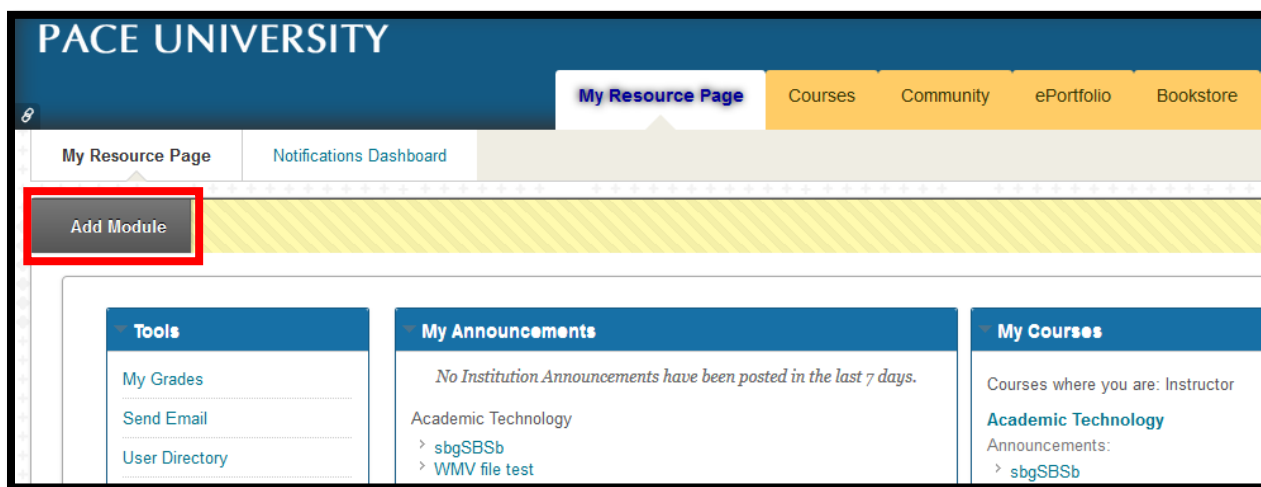
If you would like to use Kaltura, you must enable My Media on your Blackboard resource page.

1. Open a browser (e.g., Firefox, Internet Explorer) to <https://blackboard.pace.edu/>.
2. Enter your Pace credentials and **click “Login”**.



A screenshot of the Blackboard login interface. It features a light blue background with two input fields: 'Username:' and 'Password:'. Below the fields is a teal 'Login' button.

3. Click the, “Add Module” button.



A screenshot of the Blackboard 'My Resource Page'. The page has a dark blue header with 'PACE UNIVERSITY' and navigation tabs for 'My Resource Page', 'Courses', 'Community', 'ePortfolio', and 'Bookstore'. Below the header, there are two tabs: 'My Resource Page' and 'Notifications Dashboard'. The 'Add Module' button is highlighted with a red box. The main content area is divided into three columns: 'Tools' (with links for 'My Grades', 'Send Email', and 'User Directory'), 'My Announcements' (with a message: 'No Institution Announcements have been posted in the last 7 days.' and a list item 'Academic Technology' with sub-items 'sbgSBSb' and 'WMV file test'), and 'My Courses' (with a message: 'Courses where you are: Instructor' and a list item 'Academic Technology' with sub-item 'Announcements: sbgSBSb').

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4. Scroll down until you find **“My Media.”** Click **“Add”** next to **“My Media.”**

The screenshot shows a list of widgets in a Blackboard interface:

- My Announcements:** Display institution, organization and course announcements that are relevant to you. (More)... Required. In My Blackboard.
- My Courses:** Display links to courses you are enrolled in. (More)... Required. In My Blackboard.
- My Media:** My Media (More)... **Add** (highlighted with a red box). In Other.
- My Organizations:** Display announcements and tasks for the organizations you are a member of. (More)... Required. In My Blackboard.
- My Tasks:** Display your personal tasks. (More)... Remove. In My Blackboard.

5. When you go back to **“My Resource Page”** you will see a box called **“My Media.”** You can drag and drop this box so that it appears anywhere on your page. This section allows you to add new videos, add videos to the Media Gallery, edit the title of videos, create clips, and delete videos.



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My Notes: