

TUTORIAL

WEBCAM RECORDING IN KALTURA
AND BLACKBOARD

The Blackboard text editor includes an option to record from your webcam. If you need to insert a recording, make sure you have a webcam and microphone on your computer. The video will be uploaded to our Kaltura video server.

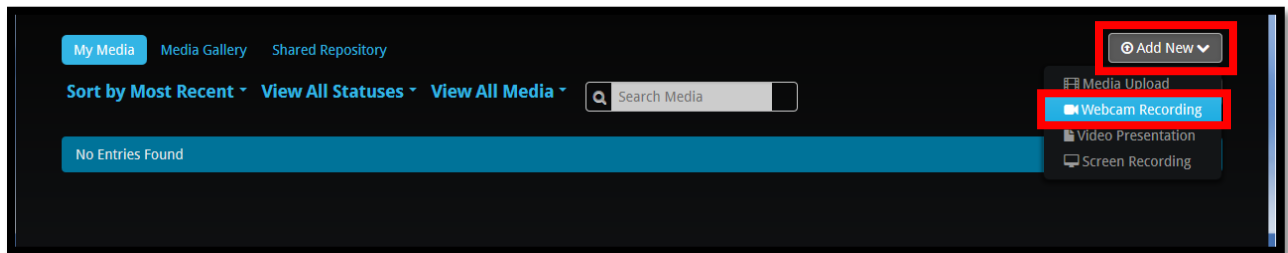
<http://www.help.pace.edu> PLV: 914 773 3338 NYC: 212 346 1583

1. Navigate to the discussion board and create a forum. Add a subject title. Inside the message area, click **Mashups** and choose **Kaltura Media**.

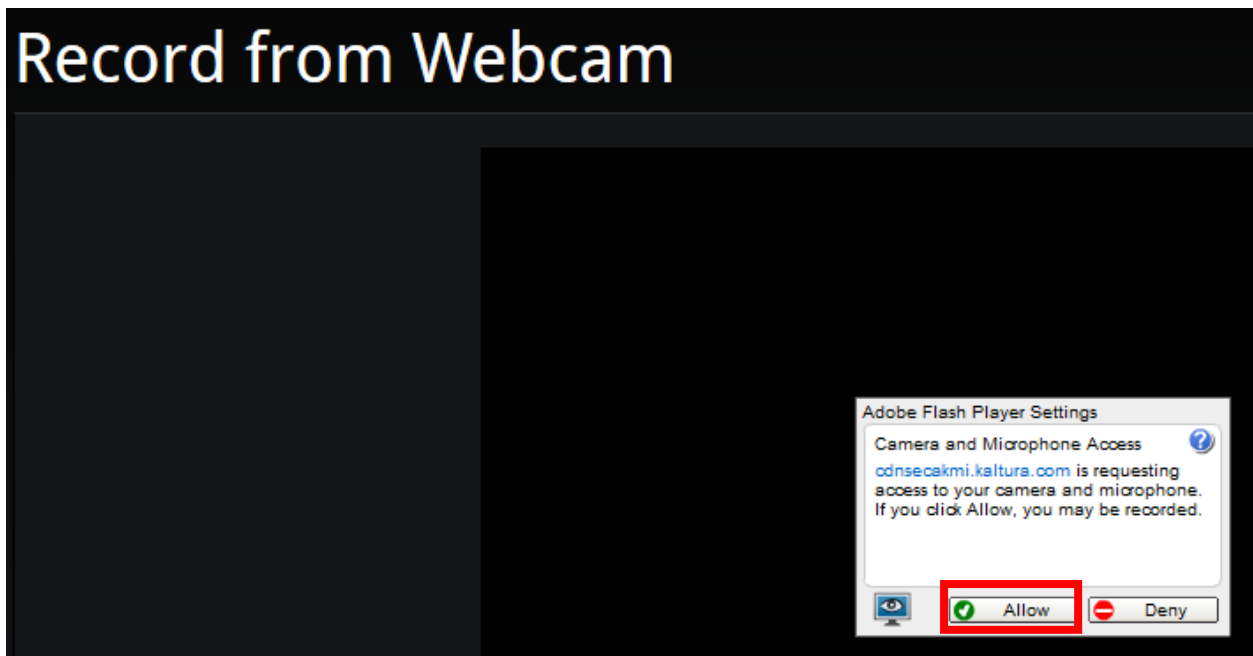
The screenshot shows the Blackboard 'Create Thread' page. The page title is 'PACE UNIVERSITY' and the user is 'Megan Burke 46'. The navigation menu includes 'My Resource Page', 'Courses', 'Community', 'ePortfolio', 'Bookstore', 'Library', 'System Admin', and 'Help'. The current page is 'Discussion Board > Forum: Media & Gender Discussion Board > Create Thread'. The 'Create Thread' section has a yellow header with the text: 'A Thread is a series of posts related to the same subject. Threads provide an organizational structure within a Forum for users to share posts on similar topics. Creating a thread posts the first message. More Help'. Below this is a 'FORUM DESCRIPTION' field with the text 'Content for Media & Gender Discussion board'. The 'MESSAGE' section has a 'Subject' field and a rich text editor. The rich text editor has a 'Mashups' button highlighted with a red box, and a dropdown menu is open showing options: 'Blackboard Collaborate', 'Flickr Photo', 'SlideShare Presentation', 'YouTube Video', and 'Kaltura Media', with 'Kaltura Media' also highlighted with a red box. The 'Submit' button is visible in the top right of the message area.

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2. Click **Add New** and choose **Webcam recording**.

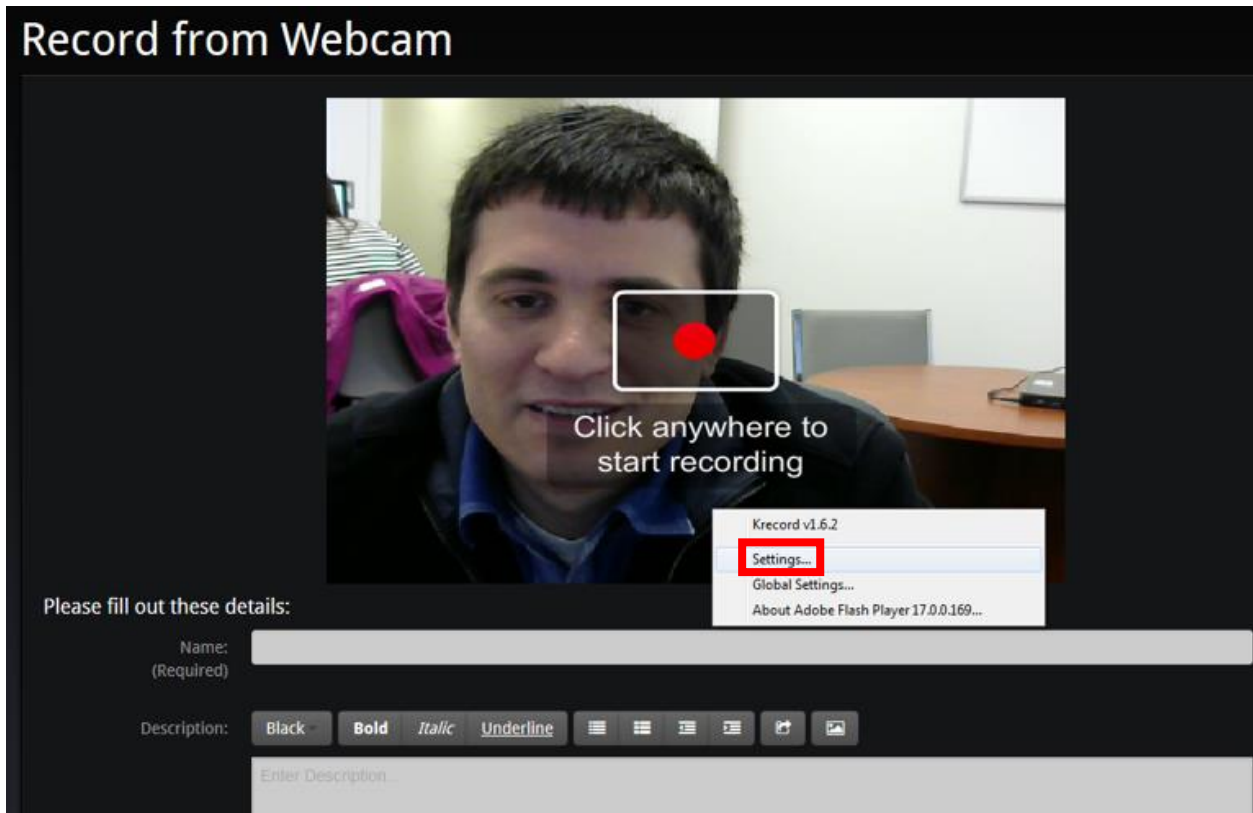


3. Click **Allow**. It may take a few moments to connect to the Webcam.



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4. Right click inside of the video box (Ctrl-click on Mac computers) and click on **Settings**.

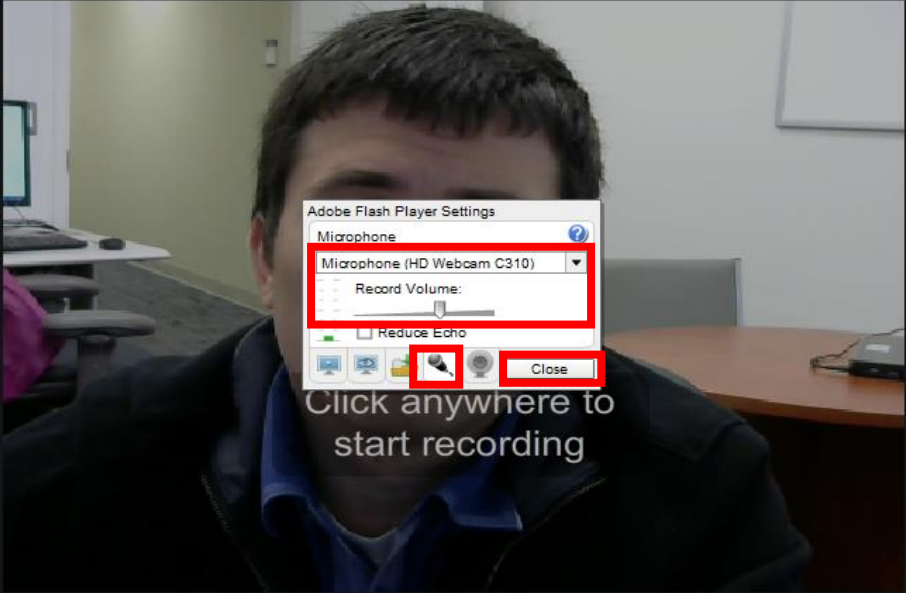


The screenshot shows the 'Record from Webcam' interface. At the top, the title 'Record from Webcam' is displayed. Below the title is a video box showing a man's face. A white square with a red dot is overlaid on the video, with the text 'Click anywhere to start recording' below it. A context menu is open over the video box, showing the following options: 'Krecord v1.6.2', 'Settings...' (highlighted with a red box), 'Global Settings...', and 'About Adobe Flash Player 17.0.0.169...'. Below the video box, there is a section titled 'Please fill out these details:'. It includes a 'Name: (Required)' field and a 'Description:' field with a rich text editor toolbar containing options for 'Black', 'Bold', 'Italic', 'Underline', and icons for bulleted list, numbered list, link, and image.

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- Then click the **microphone icon** to select your mic from the drop-down menu and set your microphone level, and then click **Close**.

Record from Webcam

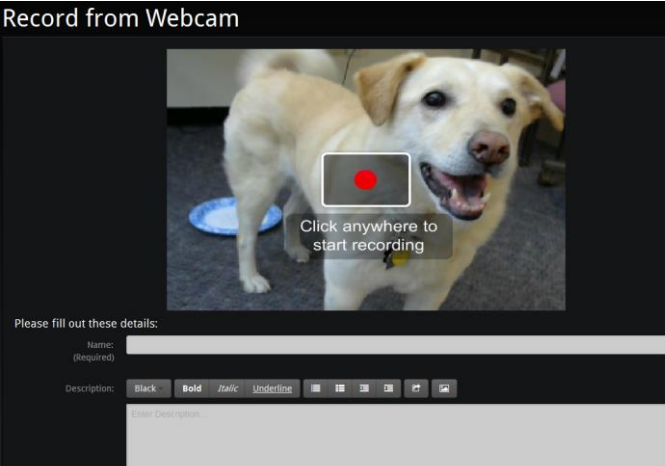


Please fill out these details:

Name:

(Required)

- Next, click anywhere to start recording, then click anywhere again to stop recording and fill out the details as prompted.



Please fill out these details:

Name:

(Required)

Description:

Black Bold Italic Underline

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- When finished recording, click the **Save** button as shown below.



- Click **Back to Browse and Embed**.

Record from Webcam

Upload Completed! Complete the required information for the uploaded media below.

Please fill out these details:

Name:

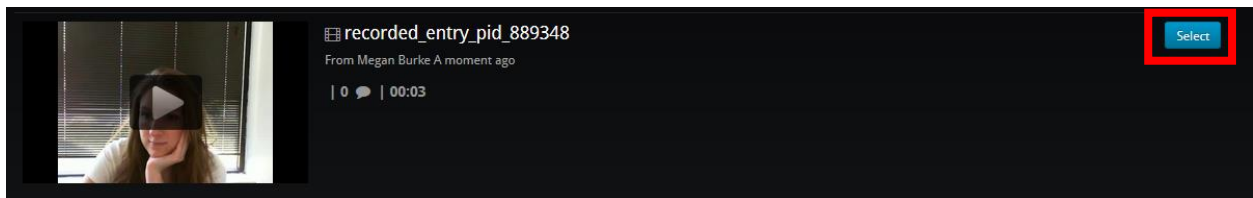
(Required)

Description: Black **Bold** *Italic* Underline ☰ ☰ ☰ ☰ ☰ ☰ ☰

Enter Description...

Tags:

- Click **Select** next to the appropriate video.



- Click **Embed**.

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Embedded Media Options

Metadata: Title Description Tags
 Duration Owner Upload Date
Clear All

Player Skin:

Embed Back

recorded_entry_pid_889348
From 712151 | Staff
00:03
No description provided

11. Click **Submit**.

MESSAGE

Subject: Title

Message

Name: recorded_entry_pid_889348 [00:03]
Duration: 00:03
Added: 17 Jan 1970 08:40 AM
Added By: Unknown
Description: Unknown
Tags: Unknown

ATTACHMENTS

Attach File: Browse My Computer, Browse Course

Click Save Draft to save a draft of this message. Click Submit to submit the post. Click Cancel to quit.

Cancel Save Draft **Submit**

My Notes: