

Kaltura Video

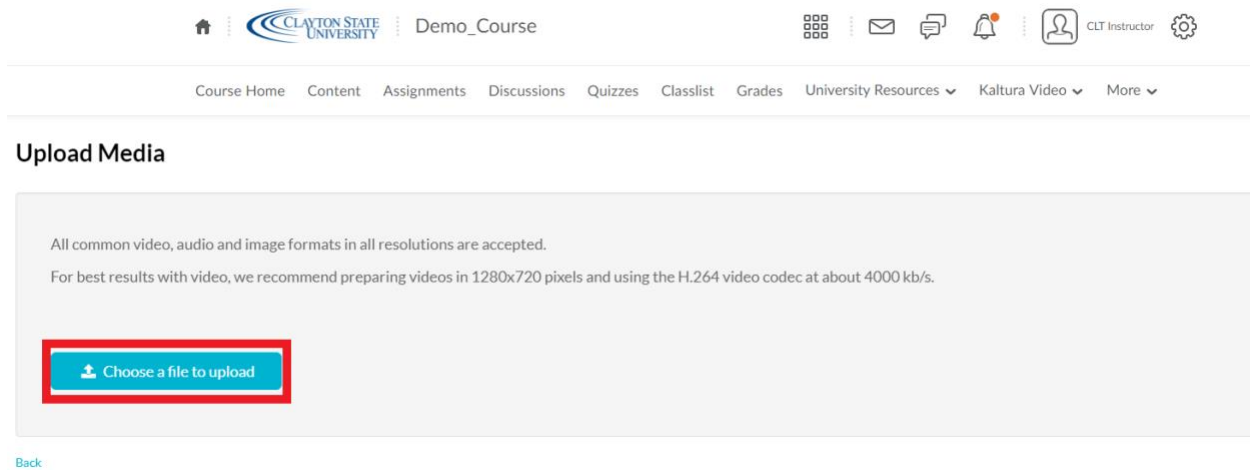
Media Upload Option – For Students

- Kaltura also offers the ability to upload a media file. This is useful if you've recorded a video using another service like Camtasia Studio, iMovie, or other commonly used video creation tool. Kaltura accepts a wide variety of video formats and should accept any file type.

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Step 1: Go into a course in D2L, click “Kaltura Video” in the navigation bar, then “My Media”. Click “Add New” then select “Media Upload”.

Step 2: You’ll then be allowed to choose the file you wish to upload. Click “Choose a file to upload” and select the appropriate file.



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Step 3: A status bar will be displayed to indicate the progress of the upload. Please do not close your browser or leave this window until the upload reaches 100%. You will then be required to add information to your media file such as: name (required), description (optional), and tags (optional). Near the bottom of the screen you can set whether the media will be “Private” or “Published”. It is recommended you enter the requisite information, leave the media “Private” and click “Save”. Below is some more information regarding the fields that are available to you:

- Name (required)
- Description (optional but recommended)
 - This field allows you to see at a glance, what the video/file contains. You might consider putting in the course number so you can easily identify the video. For instance, “ENGL 1101 – Summer 2018 – Peer Review Video”
- Tags (optional)
 - Kaltura allows you to add tags to the video for easier searching and locating. You can add multiple tags if you choose. You may consider adding tags like, “Summer 2018”, “ENGL 1101”.
- Co-Editors and Co-Publishers (optional)
 - This field allows you to give permissions to other users to edit, publish, or delete your video. We recommend you do not add any other individuals here.
- Private or Published (required)
 - We recommend leaving this field as the default private. Once you save the video, you can then publish it later.

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Upload Media

All common video, audio and image formats in all resolutions are accepted.
For best results with video, we recommend preparing videos in 1280x720 pixels and using the H.264 video codec at about 4000 kb/s.

mc9h1k1bz.jpg

100% of 124Kb

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

Please fill out these details:

Name: (Required)

Description: Black Bold Italic Underline [List Icons]

Enter Description...

Tags:

Co-Editors and Co-Publishers: + Add Collaborator

Select users that will be allowed to edit the content metadata and related assets (such as caption files) and/or to publish

Complete all the required fields and save the entry before you can select to publish it to categories or channels. Note that the upload process needs to complete successfully for the "Published" option to be enabled.

- Private - Media page will be visible to the content owner only.
- Published - Media page will be visible to individuals according to entitlements on published destinations

Save Go To Media Go To My Media

Instructions continued on next page

Step 4: If you wish to publish the video to a particular course, you can now select “Published” and select which course(s) you wish the video to publish to, and click “Save”. You may also leave it listed as “Private” and share the video using the Insert Stuff tool. Please see the Using Insert Stuff to Share Videos – Students video for additional information.

***Please Note*: If you publish a video to a course, your instructor may have to approve the video before it is visible in the course’s Media Gallery.**

Congratulations! You’ve successfully uploaded and/or published a video using Kaltura.