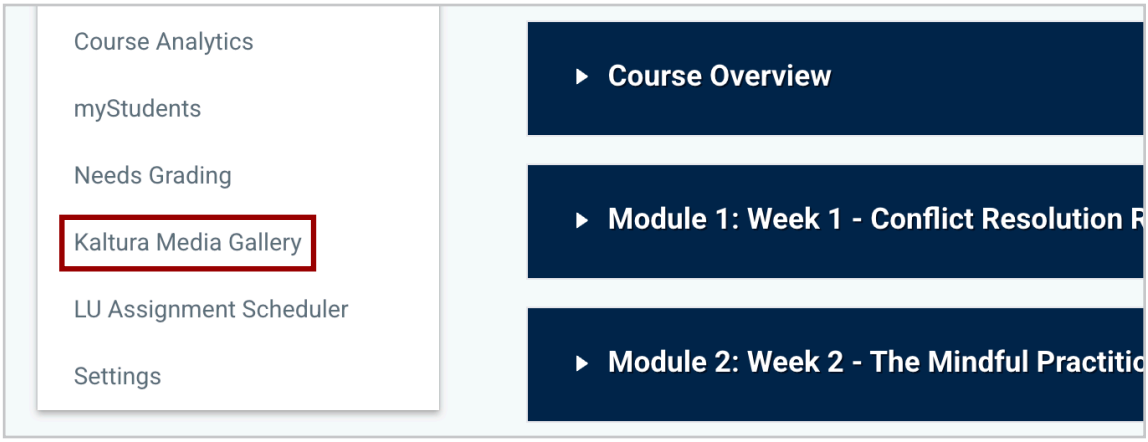
How to Create, Upload, and Embed Kaltura Videos in Canvas

This training document will demonstrate how to create, upload, and embed Kaltura videos in Canvas.

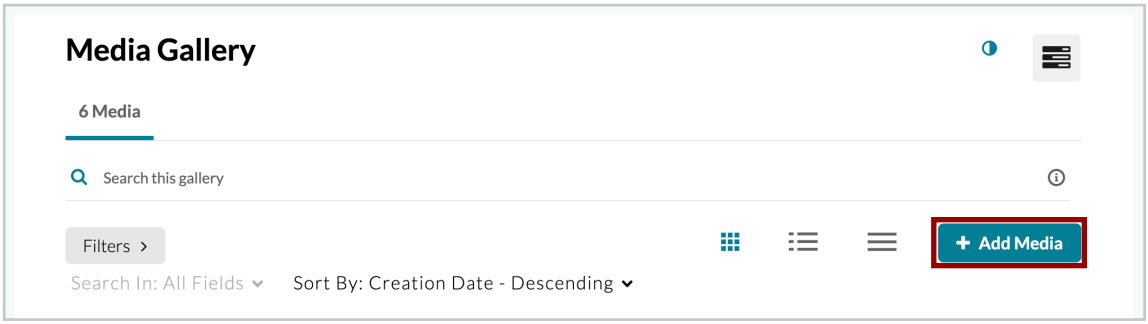
Please note that you can only embed the Kaltura videos you own. If you recorded or uploaded a video into your account in Kaltura, then you own that video and have the ability to embed it into your course in Canvas.

How to Create & Upload a Video in Kaltura

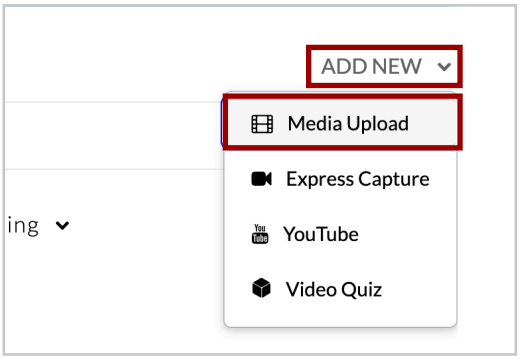
1. To begin, open a course in Canvas and select **Kaltura Media Gallery** from the left-hand menu.



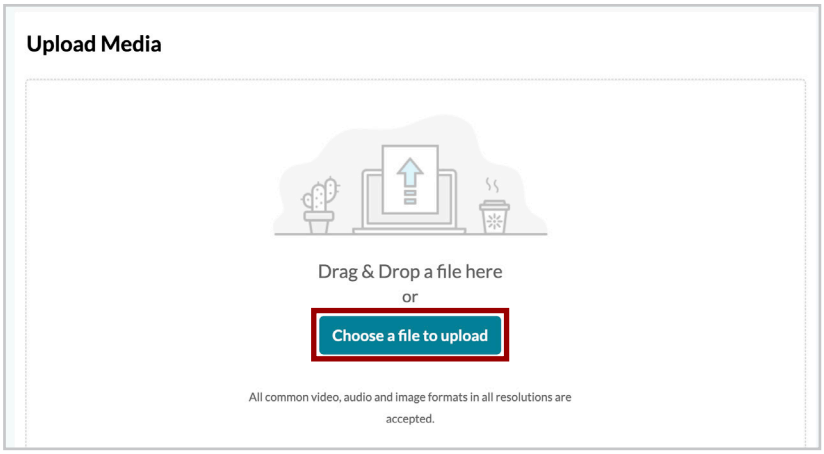
2. Click **+ Add Media**.



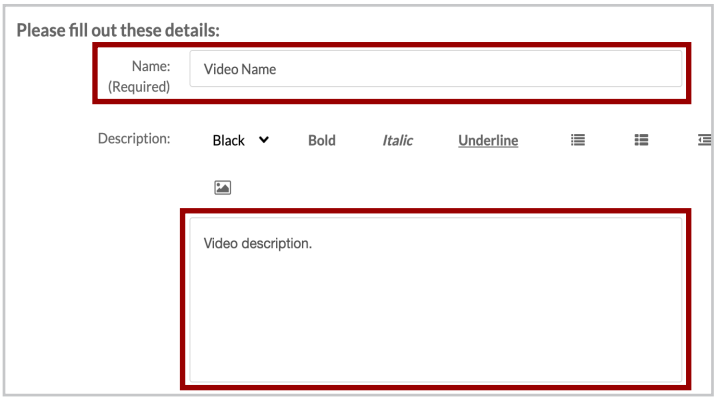
3. To upload a pre-recorded video from your computer, click the **Add New** dropdown menu and select **Media Upload**.



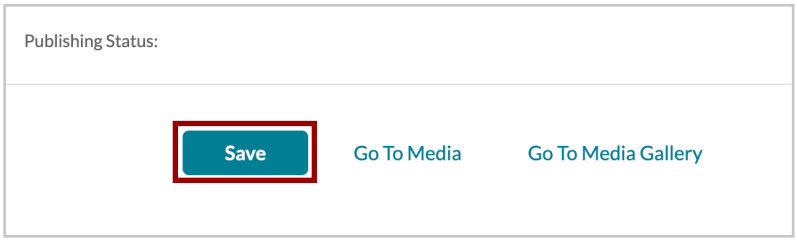
4. Then **drag and drop** or click **Choose a file to upload** to upload a video from your computer.



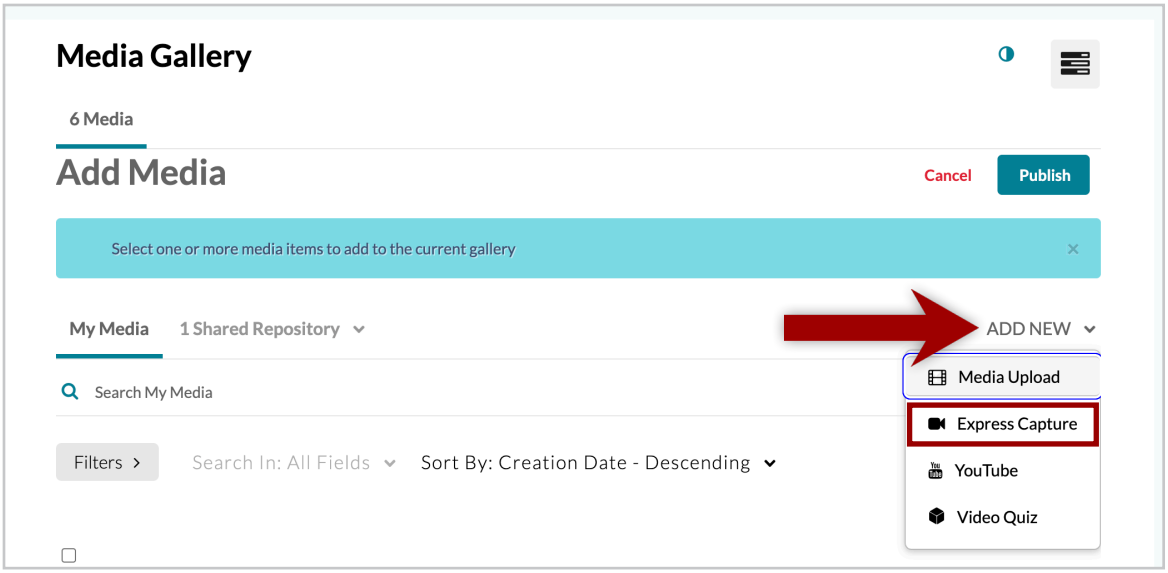
5. Use the **Name** and **Description** fields to provide a title and information about the video.



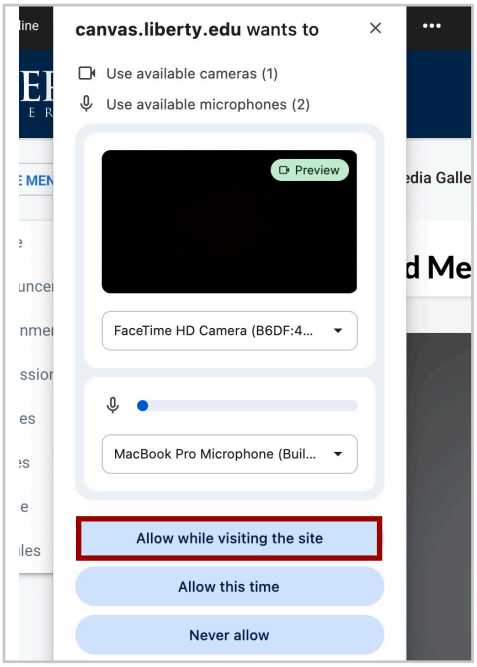
6. Click **Save**.



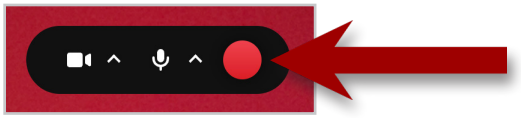
7. To create a new video, return to the Add Media page. From the **Add New** dropdown menu, select **Express Capture**.



8. Review your browser permissions to access your camera and microphone.

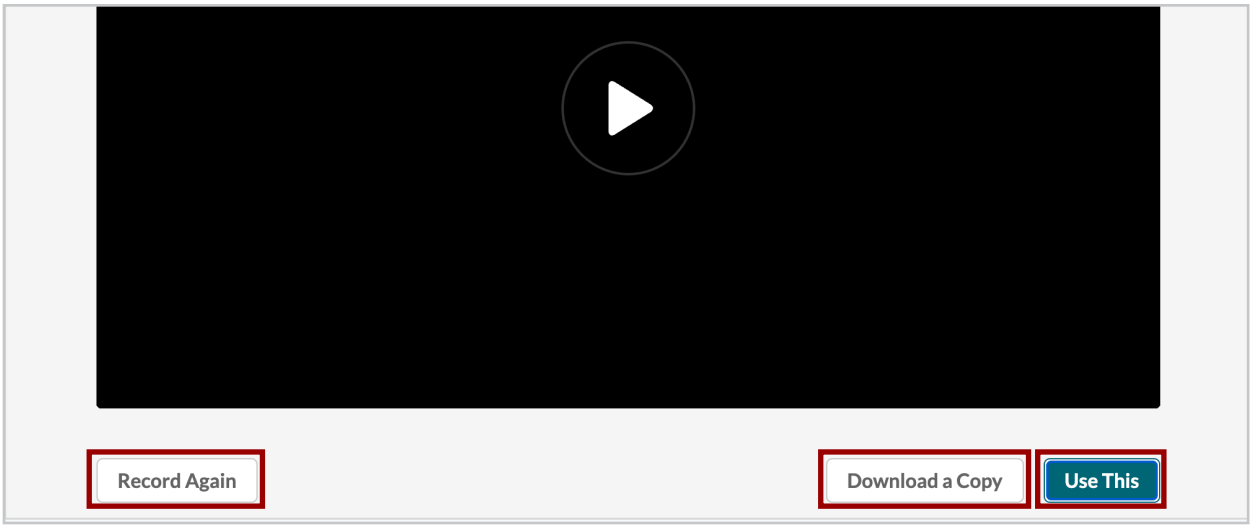


9. To record a video, click the **Record** button and record your video.



10. To end the video recording, click the **Stop** button.

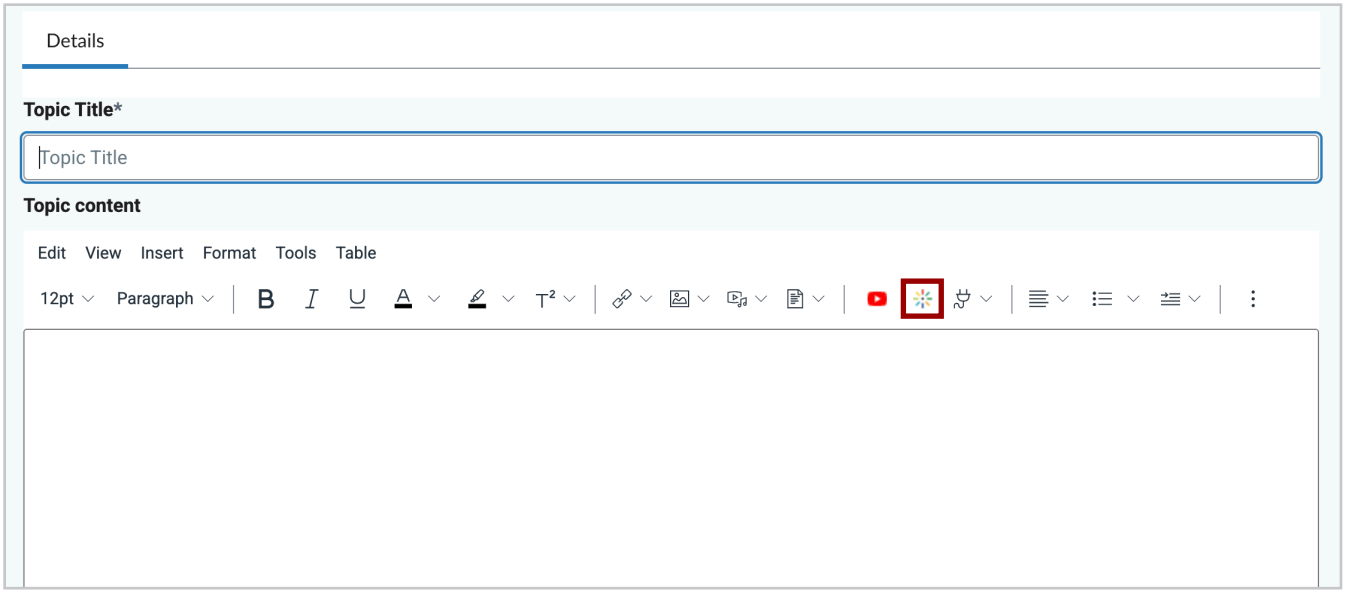
11. Review your recording and select **Record Again**, **Download a Copy**, or **Use This**.



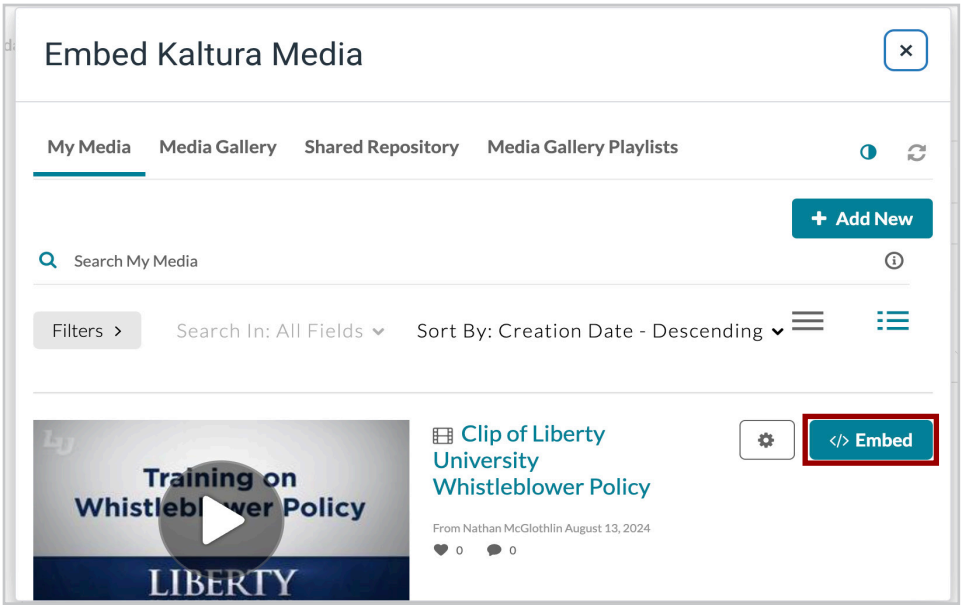
12. Once you are satisfied with your video, click **Use This**.

How to Embed a Kaltura Video in Canvas

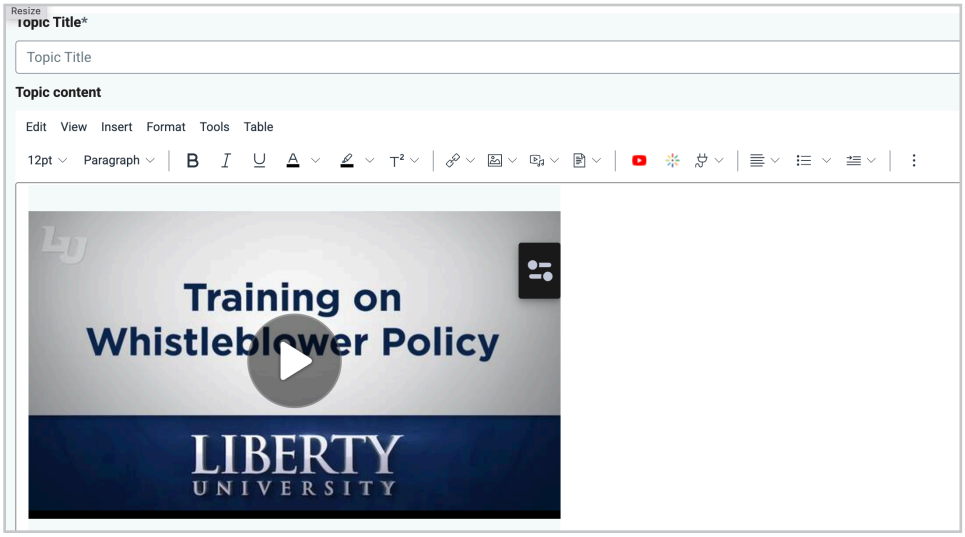
1. To embed a Kaltura video in Canvas, open the Rich Content Editor by creating an announcement or discussion and click the **Kaltura Media icon**.



2. In the Kaltura Media window, locate the video you want to embed and **click Embed**.



3. The video file is now embedded and will load into the Canvas rich content editor.



4. After embedding the video and completing your announcement or discussion post, click **Publish** to post your announcement or discussion.

Need Assistance?

To learn more about Canvas, please visit www.Liberty.edu/Canvas.