

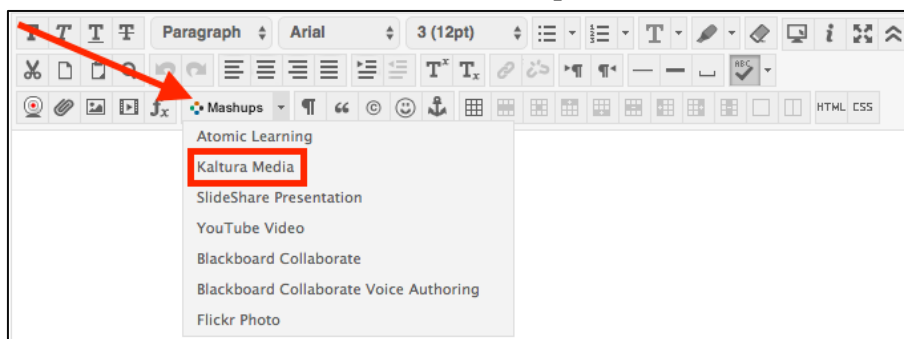
Recording a Video in myLesley

Kaltura is a media sharing platform, allowing users to share media in a secure environment. It is integrated into myLesley, allowing faculty and students the opportunity to share video content privately or with others in the course.

The Kaltura Media Mashup tool allows faculty and students to share video content anywhere there you find the text editor, such as an Announcement, a piece of course content, an assignment, Discussion Board post, blog post, etc.

To access Kaltura Media:

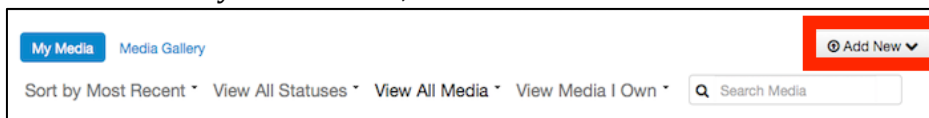
From the text editor, click on the **Mashup** button and select **Kaltura Media**.



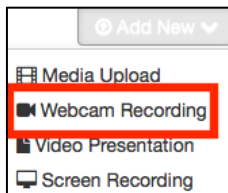
This will take you to the My Media area. The My Media area is where all of your Kaltura videos are stored. From here, you may select a previously added video, upload a video, record from your webcam, or capture your screen.

Record from Webcam

1. To record from your webcam, click on **Add New** button.



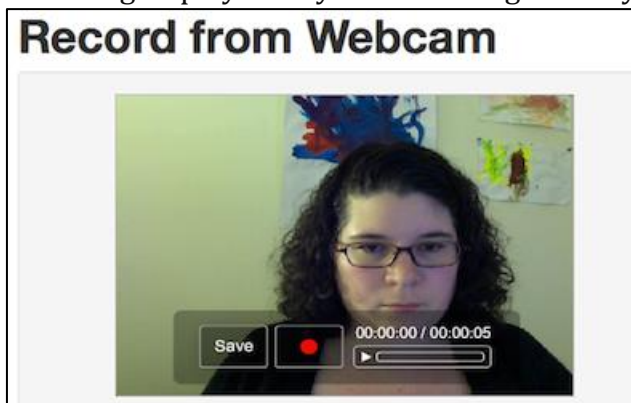
2. Select **Webcam Recording**.



- This will launch the **Record from Webcam** function and the Adobe Flash Player Settings window should appear. Select **Allow** to enable your webcam.



- The webcam should now display a video signal. Click anywhere in the window to begin recording from your webcam. When you have finished recording, click anywhere in the window to stop recording. Once you have finished recording you may save, continue recording or play back your recording. When you are satisfied with your video, click **Save**.



- Enter your video details including the video name and (optional) description and tags. Once you have finished, click **Save**. *Please note that you will need to save the video first by clicking the Save button on the video feed. Once you have entered your video details, click **Save** at the bottom of the page.*

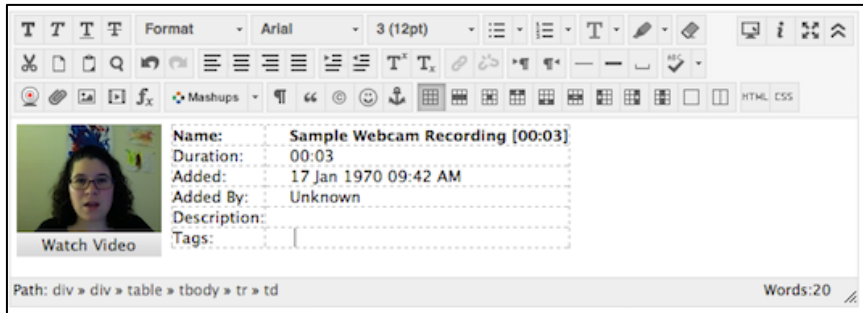
- Once your changes are saved, click **Back to Browse and Embed** to return to your My Media.



7. From your My Media, Click the **Select** button next to the video you just uploaded to embed it in your course.



8. You will be brought back to the text/content editor in your item. You will notice a thumbnail of the video as well as any media information. If you wish, you may add additional text to your item.



9. Click **Submit** at the bottom of the page to save your changes.