

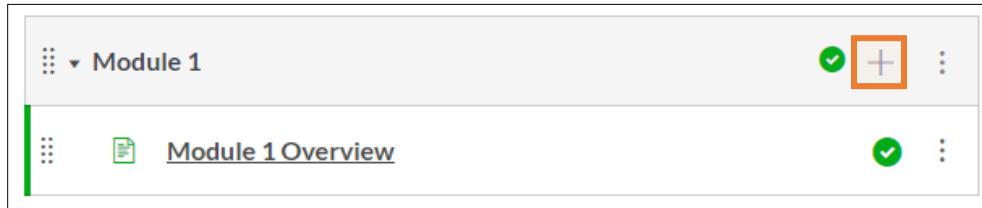


RECORD AND ADD A VIDEO TO YOUR COURSE

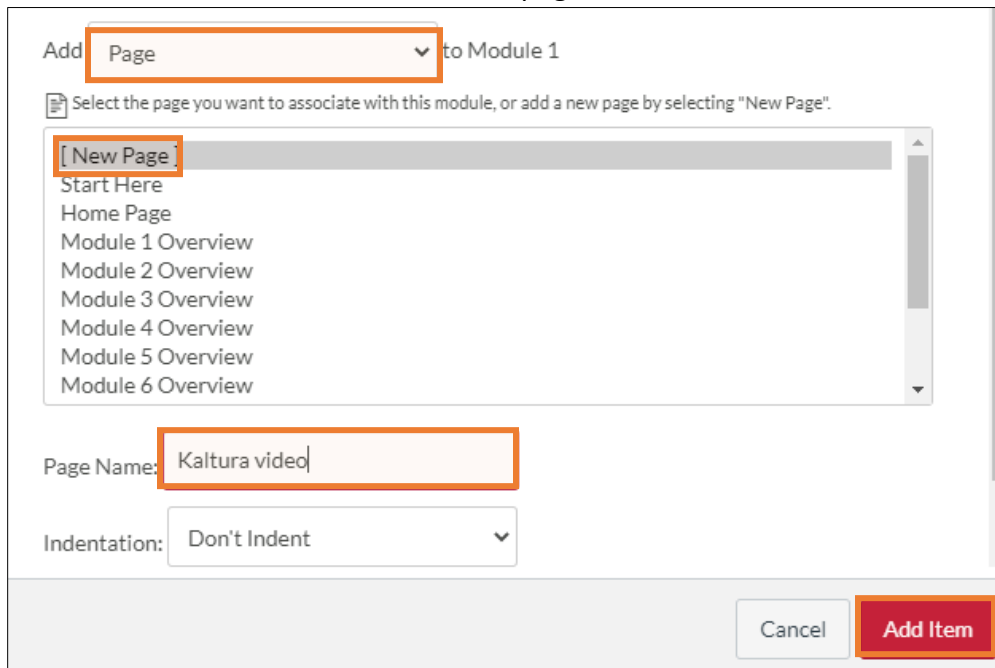
Kaltura is the video platform we use at Albright to record, store, and share video. You can easily add videos to any area of your Canvas course: pages, assignments, discussions, announcements, etc. This document demonstrates adding video to a page, but the process is the same for other areas.

Note: If you have already recorded your video in another program and just need to upload it, see directions at the end of this document.

On the Modules page, go to the module where you want to add the video. Click the [plus sign](#).



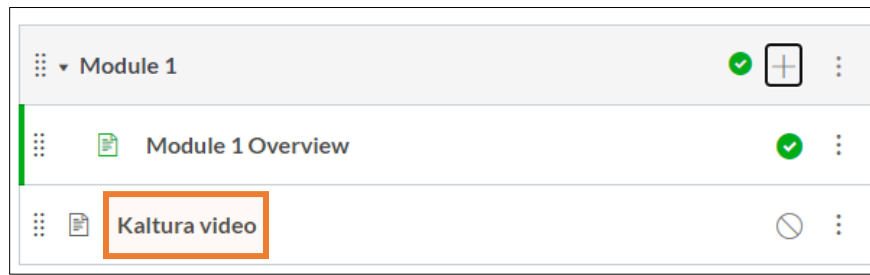
Choose [Page](#) from the dropdown menu. Click [New Page](#). Fill in a name for the page. This is the name students will see on the Modules page in the course. Click [Add Item](#).



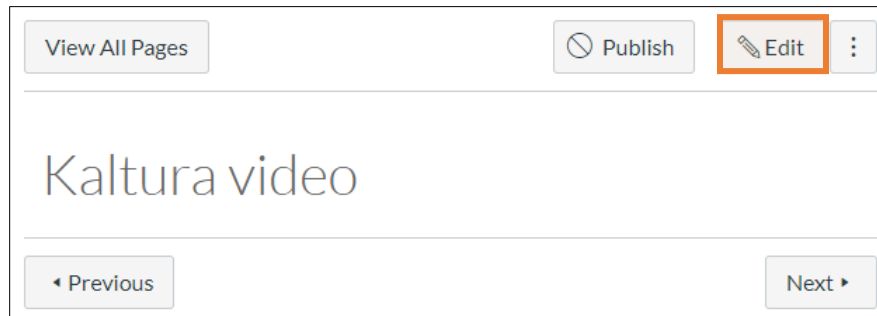
Click the page.



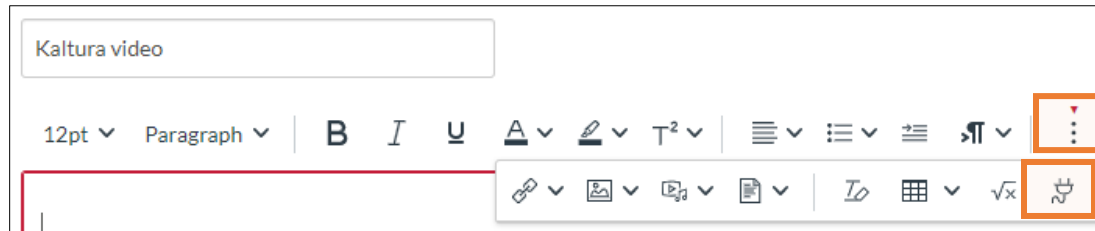
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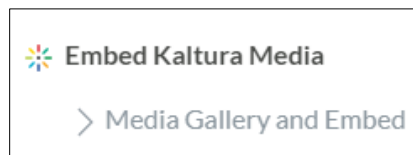
Click Edit in the upper right.



If necessary, click the button to expand the toolbar. Click the [plug-in](#) button.



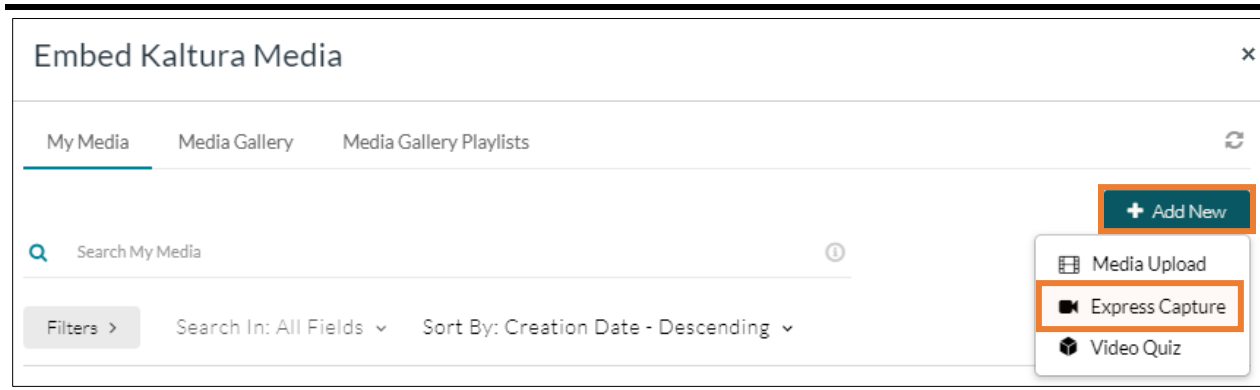
Click [Embed Kaltura Media](#).



Click [Add New](#). Choose [Express Capture](#). Or, if you've already recorded your video, see directions below.



RECORD AND ADD A VIDEO TO YOUR COURSE



Click the [red button](#) on the video player when you are ready to record. When you are done recording, click the [white button](#) next to the time display. Select [Record Again](#) if you need to redo your recording. Select [Use This](#) when you are satisfied with your recording.

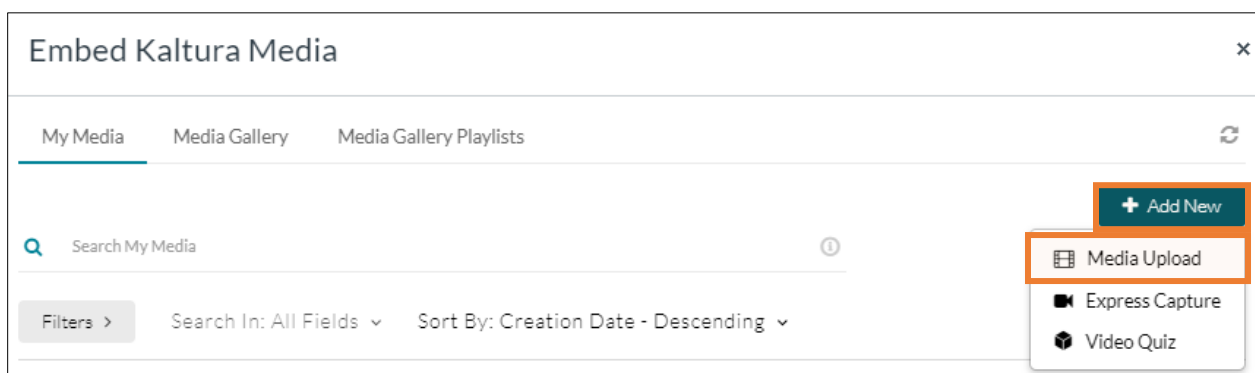


When the progress bar shows completion, **fill in a name**. This name will be visible to students at the top of the video. Add a description for yourself if desired. Click [Published](#). Click [Save and Embed](#).

You'll now see your video on the page in Canvas. **Add** any directions or information needed to give context to the video for students. Click [Save](#) in the lower right.

To upload a video you've recorded elsewhere

Click [Add New](#). Choose [Media Upload](#).





RECORD AND ADD A VIDEO TO YOUR COURSE

Choose a file on your computer to upload. When the progress bar shows completion, **fill in** a [name](#). This name will be visible to students at the top of the video. Add a description for yourself if desired. **Click** [Published](#). **Click** [Save and Embed](#).

You'll now see your video on the page in Canvas. **Add** any directions or information needed to give context to the video for students. **Click** [Save](#) in the lower right.
