MyCanvas INFOsheet

Working with My Media and the Kaltura Production Tools

MyCanvas includes a deep integration with **Kaltura**, a leading global media platform and the College's academic media streaming service. Kaltura is positioned as the singular media solution for MyCanvas, and includes a number of powerful video production and management tools designed to support all of your- and your students'- media requirements. This guide covers the major features, including media hosting and publishing, screen capture and web recording, editing, enhancement, captioning, using players, and video quiz creation and use.

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Introduction

Your entry point to the Kaltura suite of tools is via the **My Media** link, located on the MyCanvas Global Navigation menu. Within My Media, you can access all the media that you've uploaded to your Kaltura account, and find tools to upload, edit, tag, chapter, and manage audio and video files.

My Media also includes a powerful suite of media recording and production tools, for the recording of webcam videos, the creation of video quizzes, and the development of multi-source annotated screen capture videos. Any media created in, or uploaded to My Media is machine-captioned by default. Media stored in My Media can be quickly published to a course's **Course Media** to provide student access. In addition, media can be easily embedded in Announcements, Quizzes, Assignments, Discussions, Pages, etc. and then added to appropriate locations within Modules.
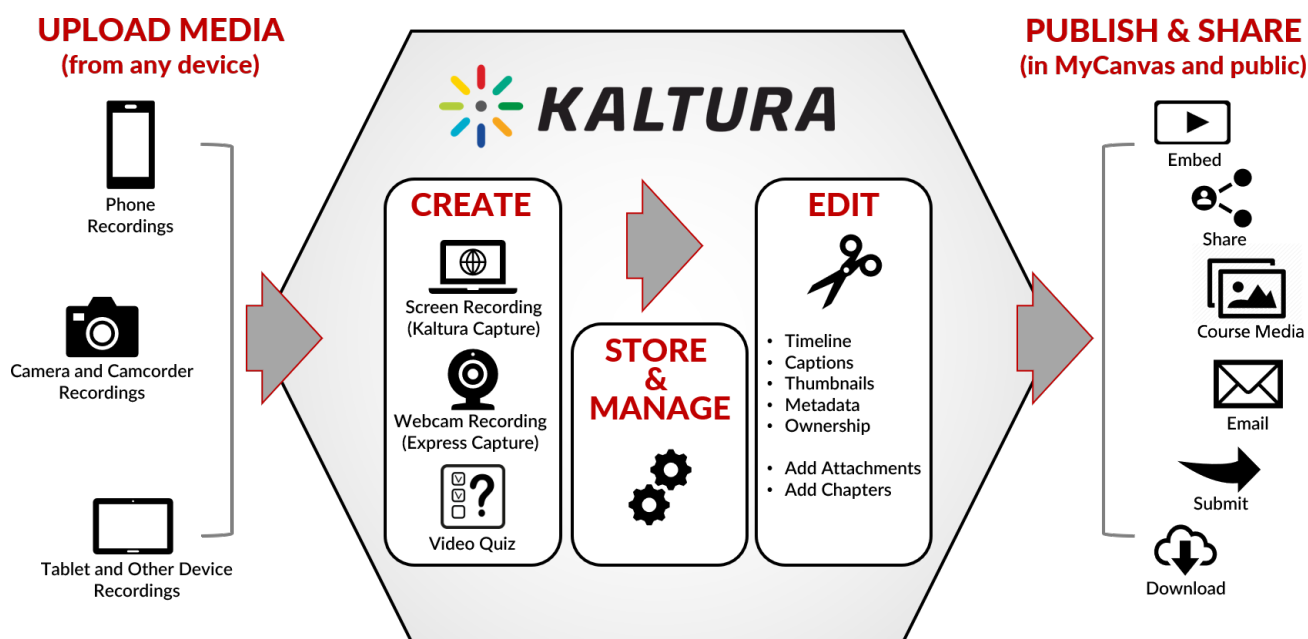
The Kaltura Media Platform showing the main workflows and functions

While MyCanvas does include a simple webcam recorder and media uploader, Kaltura has several advantages over MyCanvas and is designed to be your singular, one-stop platform for production, publishing and management functions. An important distinction is that Kaltura media is automatically

captioned and easily edited, and can be readily enhanced and shared. As well, Kaltura files are not stored within MyCanvas, and are therefore not duplicated when courses are copied from one semester to another, greatly reducing bulk.

Basic Workflow

Within MyCanvas, there are two different buttons associated with Kaltura- **My Media** and **Course Media.**

1. **My Media** contains **all** your uploaded and Kaltura-created media, regardless of the courses in which its used, and is your access point for all Kaltura tools. Unless you have choosen to publish or share, all the content in My Media is **private**.
   - To access your videos and use the Kaltura tools, simply click/press on the **My Media** button on the Global Navigation menu once in MyCanvas.
   - A student who accesses **My Media** when navigating a course that you have developed or are delivering will not see *your media* entries, but will see *their media*. If the student chooses to upload a file, or create a Kaltura Capture or Express Capture video via that same My Media link, the resulting videos will be stored in the student's My Media. My Media is **personal**.

2. **Course Media** contains media that you have specifically published to the course.
   - Consider enabling the **Course Media** (Media Gallery) for any courses in which you want a quick and easy way for students to view all the course-related media.
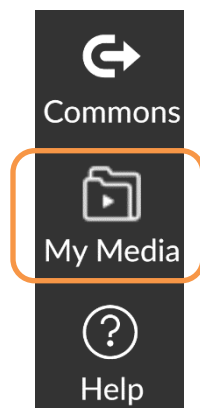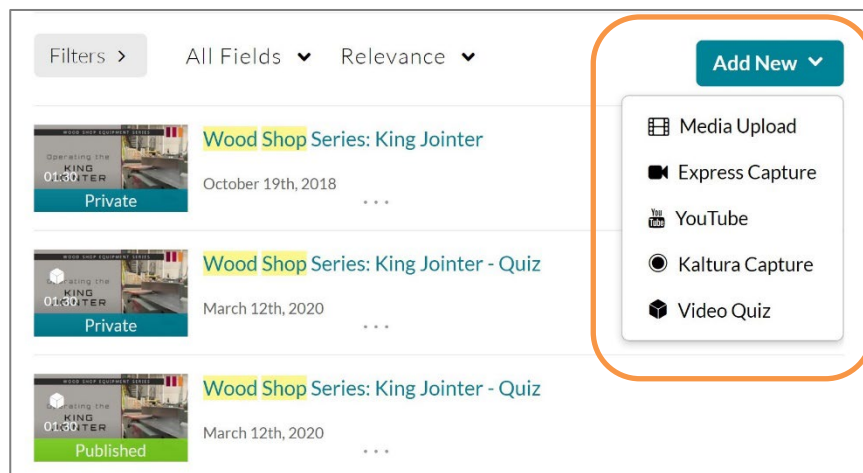

My Media link on the Global Navigation menu
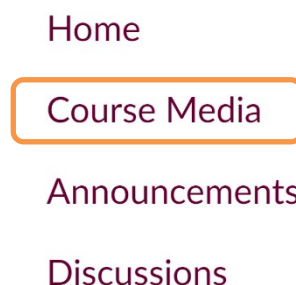
Course Media link enabled on the Course Navigation menu

1. To create new media or to upload existing media, enter **My Media**, and press/click **Add New**.


My Media showing media preview images and options available under Add New

- **Media Upload** is used to select and upload a local media file, one that you've created in another application or on your phone, etc. Drag-and-drop or **Choose a file to upload**.
  - The easiest way to transfer a media file from your phone or tablet to My Media is using the **Canvas Student** app, available from Google Play and the App Store.
  - If you are transferring a file from a camcorder, GoPro, or other device, the easiest way may be to use a USB cable connection.
- **Express Capture** is used to record a video using a local webcam or USB camera. (described later)
- **YouTube** is used to identify and embed a public video hosted on YouTube, and have it play within a Kaltura player.
- **Kaltura Capture** is used to record a screen capture (multi-source) recording. (described later)
- **Video Quiz** is used to create a video quiz based on an existing video. (described later)

2. Once the media has been uploaded or created, it is visible to you in your My Media listing. Depending on its file size, it may take a few minutes before it can be accessed and played. Remember that until you share it your media is private, and no one can access it but you.

   In My Media, click/press on the media's preview image or title in order to:

- View the file, and its transcript
- Add a description
- Customize, access and copy the embed code

When the media is in preview, note the **Actions** button at the far right of the screen.
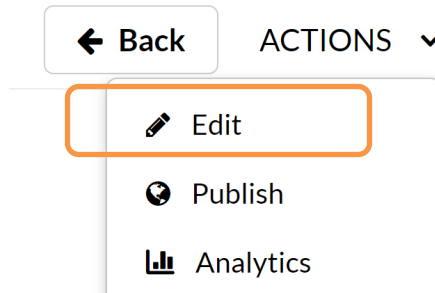
3. Under **Actions > Edit**, you can enhance the media:
   - Edit the title and modify, select, or generate a new thumbnail image
   - Upload or edit captions and add attachments (described later)
   - Create chapter points in the video and synchronize them to an uploaded slides deck or images (described later)
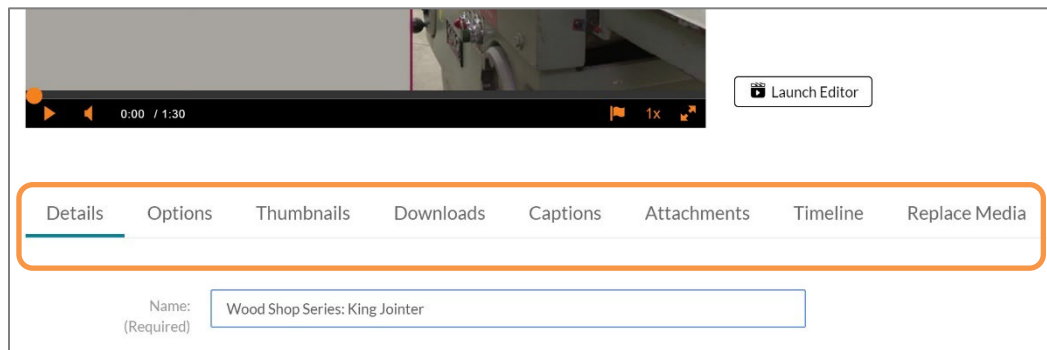
Enhancement options found under Actions > Edit

4. To make the media public and share it with students in **Course Media**:
   - Enable the **Course Media** link on the Course Navigation menu.
   - Return to My Media and select the video by checking its selector box.
   - Under **Actions**, select **Publish.**
   - Press/click the **Published** radio button, select any course(s) in which you'd like to publish the media, and press/click **Save**.

Video being published to two Course Media galleries in different courses

- Visit the course's **Course Media** gallery to confirm the availability of the media. Note that you can also upload files, or create Kaltura media, from within Course Media using **Add Media.**

5. When users view Kaltura media, they will see the overlaid captions and the full text transcript below the video window. Users can search for and click on any word in the transcript to instantly move the play head to that time on the video timeline.
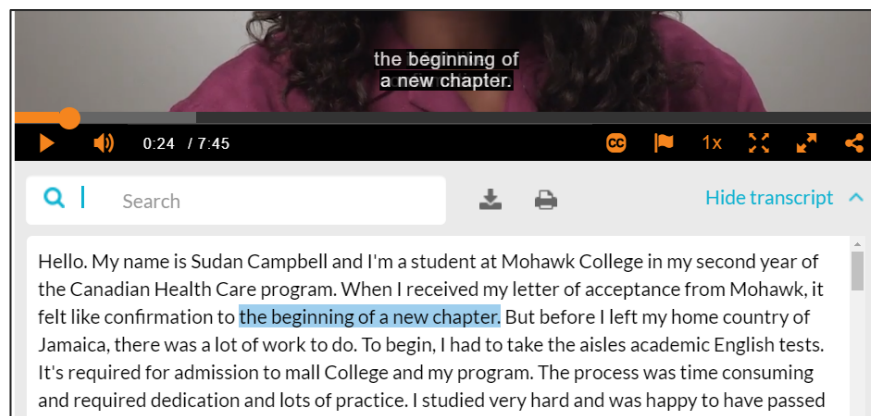
Clicking/pressing on a word in the transcript repositions the play head

Editing Videos

The **Kaltura Video Editor** allows you to remove unnecessary footage from your raw recordings, deleting rough starts, long pauses, etc. The edit points can be jump cuts or dissolves, for smoother flow. The editor is available for all media, including any uploaded or Kaltura media, and edited videos can be saved as new files or can overwrite the source files.

Note that the Kaltura Video Editor is limited in functionality. When you need the capabilities of a more advanced application (to edit multiple tracks, add additional media, edit the audio, add effects, etc.) choose a more capable non-linear editor like Adobe Premiere, Final Cut Pro, or Shotcut (open-source), and upload the result as new media.

To edit a video using the Kaltura Video Editor:

1. Enter **My Media**, and press/click on the title or preview image of a video you want to edit.
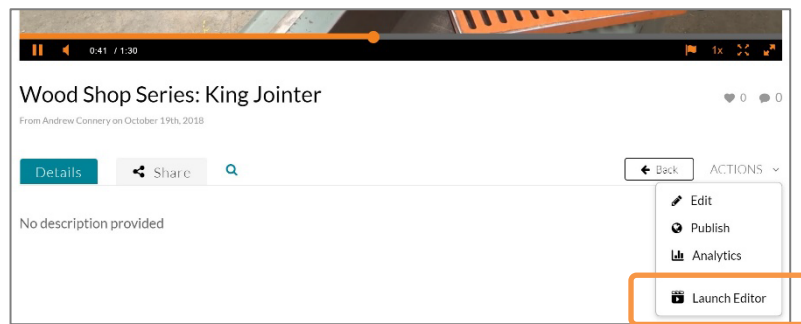
Launch the video editor from the Actions menu

2. Under **Actions**, select **Launch Editor**. In the sidebar menu, make sure that the Video Editor is selected.
3. To remove unwanted footage at the beginning and end of the video, simply drag the orange selector handles to new start and end points. If that is sufficient for your edits, press/click **Save** (to overwrite) or **Save a Copy**.
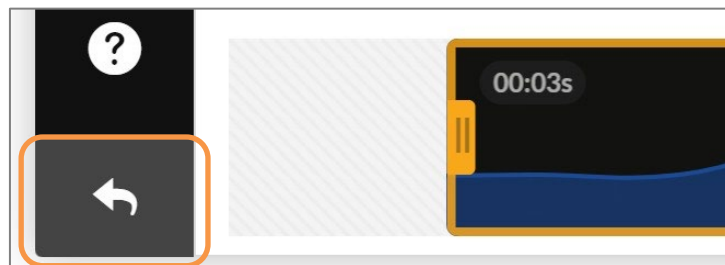
Timeline edit showing new start time at :03 and Return function

4. To achieve more precision in your edit points, you can increase the magnification in the **Timeline Zoom**.
5. To remove a section from elsewhere on the timeline:
   - Position the play head to when you want to start the edit and press/click the **Split** button. Do the same for the end of the edit.

- Hover your cursor over the section between the start and end of the edit- the section you wish to remove- and press the <**backspace**> or <**delete**> keys.
- These edits will result in hard cuts. If you wish to use a fade for a smoother transition, select the video section to highlight it, press/click the **Fade In/Out** control, and enter values to set the fade duration.
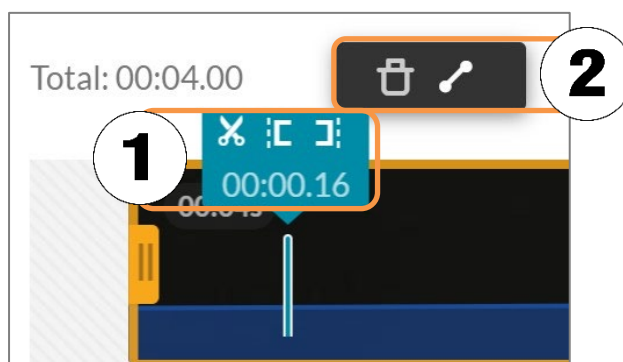
1. Timeline splicer and end trimmers 2. Fade Adjuster

6. When you are satisfied with your edits, press/click **Save** (to overwrite) or **Save a Copy**. Save a Copy produces a second, edited version of the original video, with the original file intact.

Save a Copy makes a new version of the video and preserves the original

Recording a Webcam Video

The Kaltura suite of tools includes two video recorders, **Express Capture** and **Kaltura Capture**. **Express Capture** is the simpler of the two and allows you to use any installed webcam or USB video device to record videos.

A good use of Express Capture is to record short video introductions to module topics, assessments, discussion topics, or for the course itself- videos that don't require a screen-capture component. As an example, you can set a Page as the home page of the course, and quickly record and embed new webcam videos as the semester progresses using Express Capture.
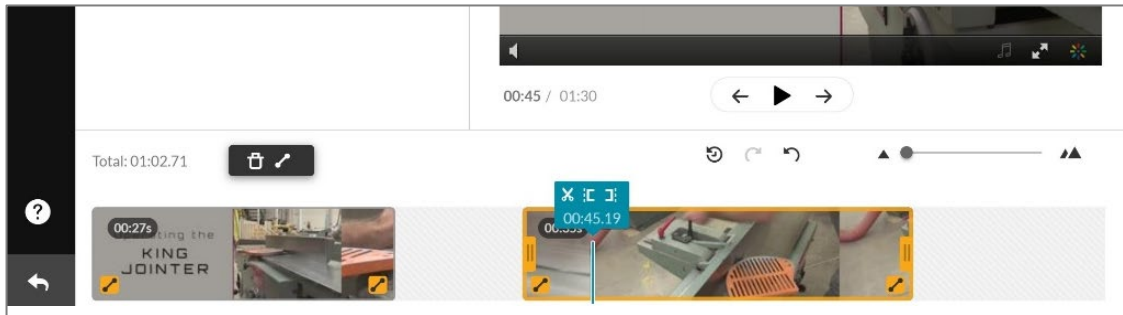
Video with a section removed, the end point adjusted, and fades applied to all edit points

1. Enter My Media, press/click **Add New**, and select **Express Capture**.
2. Open the **settings** (under the gear button), and choose the camera and video sources you wish to record. You may need to **Allow** the devices.
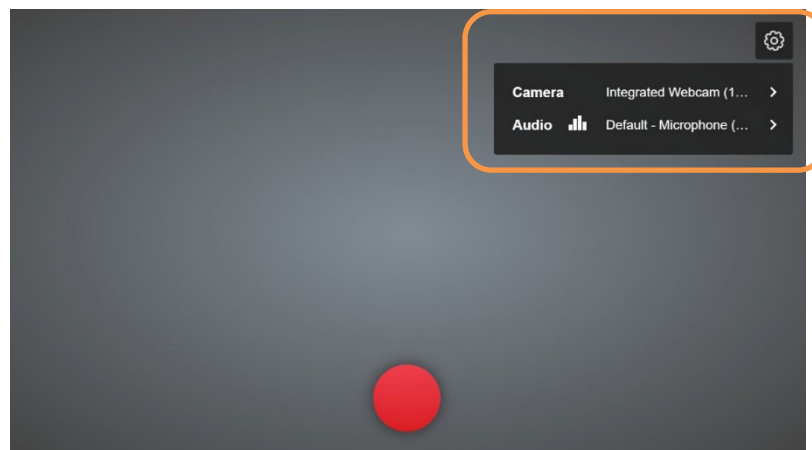
Express Capture configuration settings

3. Clicking the red record button will initiate the recording after a short delay, and the timer will start to count.
4. Click/press the counter to stop the recording.
5. At this point you can choose to:
   - **Record Again**
   - **Download a Copy**, or
   - **Use This**
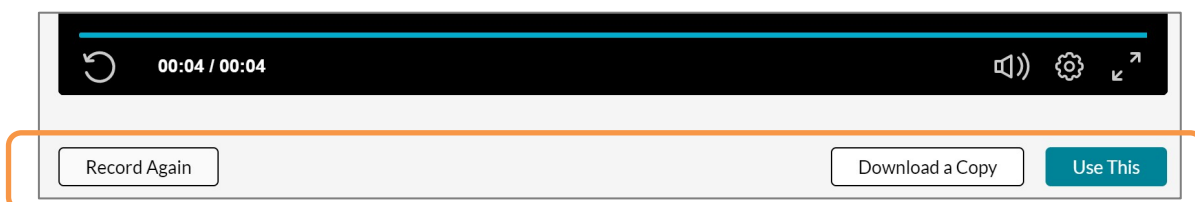
Available options after recording an Express Capture

6. Select **Use This** to save the recording. On the resulting **Details** page, add a name and description for the video, and **Save**.
7. Select **Go To Media** to edit or enhance the video, or **Go To My Media** to return to My Media.

Embedding Media in a Page or Other Tools

While it's possible to make all the media in a course available to students using the **Course Media** gallery, often you will want to locate videos in specific spots within Modules, in assignment or quiz instructions, in Announcements, etc. For this, you will use the **embed** function in the Rich Content Editor.

The most common way to add a video to a specific spot in Modules is to embed the video on a Page, and then add and position the Page in the Module.

1. Visit **Pages**, and create a new Page or choose to edit an existing Page.
2. Position your cursor in the Page where you want to embed the video, and on the Rich Content Editor's toolbar either:
   - Click/press the **Embed My Media** button, or
   - Click/press the **apps** tool (plug) on the toolbar and select **Embed My Media.**
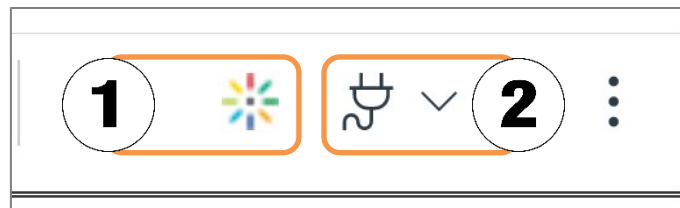
1. Embed My Media button   2. Insert App button

3. Scroll through your My Media listings until you find the entry you wish to embed. Click/press **Embed**, or choose the desired size under the **Settings** (gear) button, and then choose **Embed.**

Size selector and Embed function

4. Continue editing the page and **Save & Publish** or **Save.**

5. Open the Module in which you want to add the Page, and press/click the **+** (Add) button to add the Page. Drag or move the Page to a suitable location within the module.
6. When users view the video, they will see the overlaid captions and the full transcript below the video window. Users can search for and click on any word in the transcript to instantly move the play head to that time on the video timeline.

You can also embed My Media videos in assignment or quiz instructions, discussion posts, etc., with the Rich Content Editor using the same method.

Creating a Video Quiz

The **Video Quiz Editor** allows you to take an existing video- one that exists within My Media- and make an interactive version of it that includes questions. Video Quizzes play within a special dedicated player, and when a question is encountered on the video's timeline, the playback pauses until a response is made. Correct and incorrect responses are saved and a score is provided at the end of the video. It can also be configured so that the scores from Video Quiz attempts appear in the course gradebook.

As a teaching and learning strategy, you can post a video for content delivery, but you can also use that video later in the course as an assessment, by converting a new version of it to a Video Quiz. You can also provide a measure of interactivity in your videos by adding periodic questions and reflections that students will answer before continuing with the video playback.

A powerful feature of a Video Quiz is that you can **require** users to respond to questions before being able to advance, and disable their ability to move the play head forward. Another strategy is to include a question at the very end of your video, while disabling the timeline seeking. In effect, this will require a user to review the entire video. Having that video enabled as an Assignment can pass the grade to the gradebook, giving you a simple confirmation if students have completed the video, or not.

1. Enter My Media, press/click **Add New**, and select **Video Quiz**.
2. Select an existing video that you would like to convert to a video quiz, or **+ Upload Media** to upload new media.
3. In the Quiz Editor, configure the settings for **Details**, **Scores**, and **Experience**. As an example, if you wish to disable the timeline seeking, be sure to select **No seeking forward** under the **Experience** options.

4. Position the play head to where you want a question to appear, and choose **+ Add a Question.**
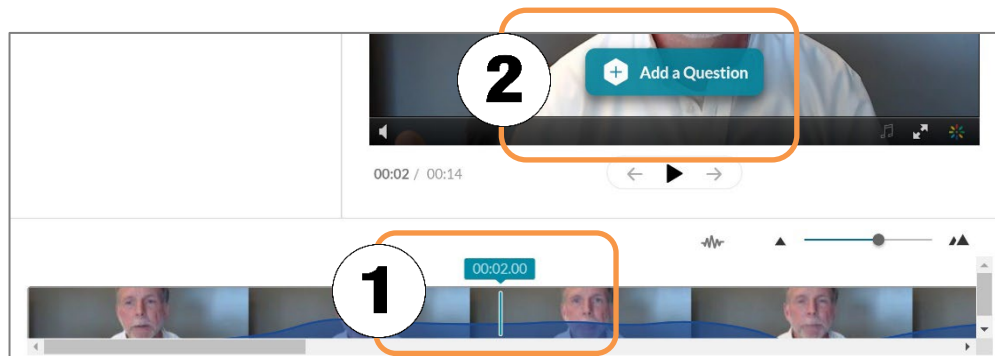
1. Position the playhead   2. Click/press Add a Question

5. Choose the question type. Current choices include **Multiple Choice**, **True False**, and **Reflection Point**. Reflection Point questions are not graded. Note that at this time hot spots cannot be added to Kaltura Quizzes.
6. Enter your question, and add response choices if appropriate. Note that for multiple choice and true/false questions, you can also add a **Hint** and/or a **Rationale** (located under the lightbulb button).
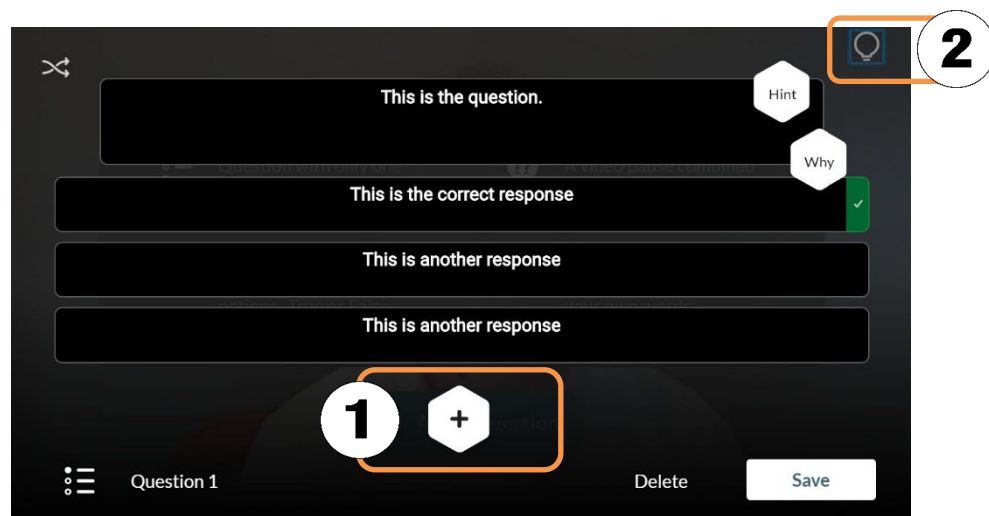
1. Add additional responses   2. Add Hints and Rationale

7. **Save** your question. Notice that a question indicator will appear at the precise point on the timeline.
8. Add other questions as desired. When complete, press/click **Done**, and **Return** from the side menu.
9. Test your quiz by previewing it in My Media.
10. You can now add the new Video Quiz to a Page, or embed it into an Assignment if you wish to record the grade in the gradebook.

Using a Video Quiz as a Graded Assignment

Any Video Quiz that contains graded questions can be used as a graded assessment in MyCanvas, with the quiz score appearing in the course gradebook. As with any grade item, the point value of the quiz can be converted to a weighted (percentage) value through the use of a **Weighted Group** in the Assignments Index.
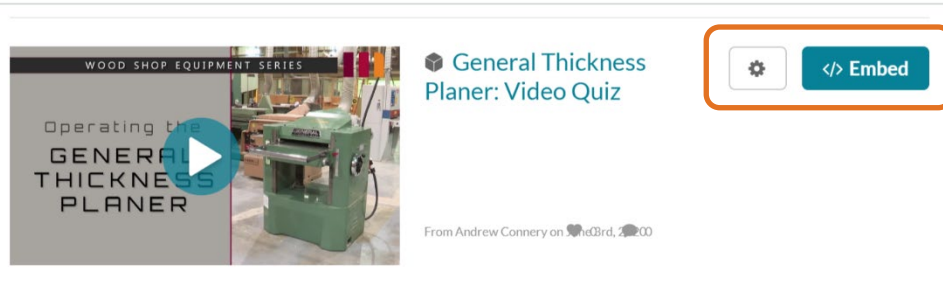
1. Create your video quiz using the Video Quiz Editor.
2. Create a new Assignment, and for the Submission Type, select **External Tool** and click/press the **Find** button.

Choose External Tool (1) and then click/press Find (2)

3. Choose **Media Quiz**, and click/press the **Select** button.

Select Media Quiz
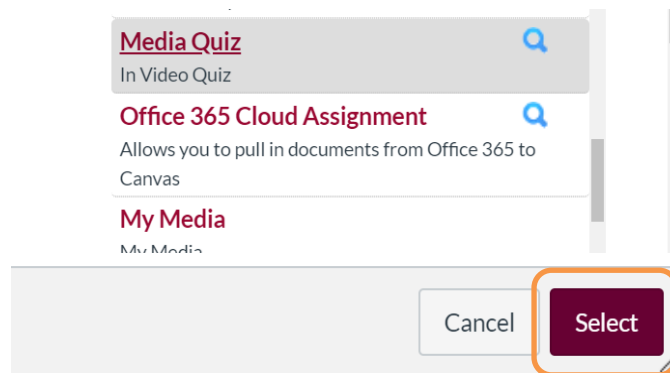
4. Search for and locate the quiz, and click/press the **Embed** button.

Confirm your settings and click/press Embed

5. Click/press **Select** on the Configure External Tool screen.

Click/press Select

6. This will return you to the Assignment Details screen. A successfully-selected video quiz will result in an entry that looks like this:

Example of a successfully-selected video quiz

Resetting Quiz Attempts

Often when building and testing Video Quizzes, you will want the ability to delete your own attempts, so that your Quiz experience mirrors that of a student who has yet to take the Quiz.

Similarly, you may want to delete students' Quiz attempts so that new attempts can be taken. As well, it can be useful to be able to confirm students' responses to your questions, or review their reflections.

1. Enter My Media, and scroll to the Video Quiz. Click the **Analytics** icon on the right. Alternatively, you can click on the video, and select **Analytics** under the **Actions** menu.

Enter the Analytics tool

2. Enter the **Quiz Questions** tab. On that screen are all the questions contained in your Video Quiz. Clicking on the question will reveal all the student attempts and responses.
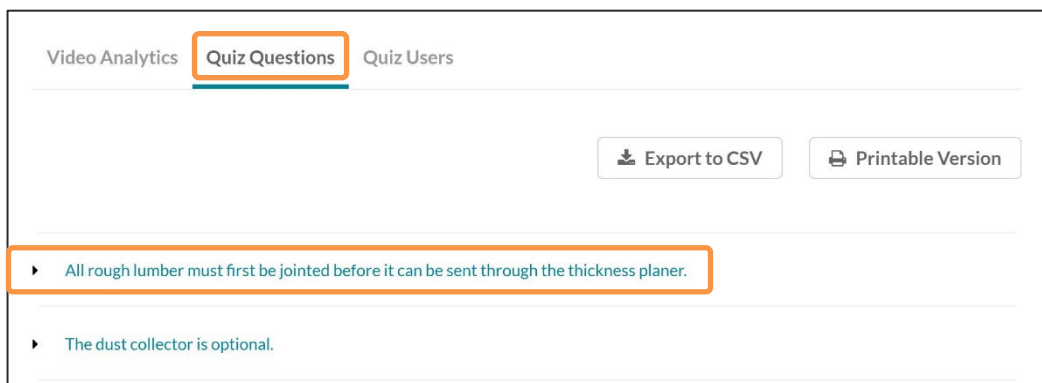
Enter the Quiz Questions

3. Enter the **Quiz Users** tab. This screen organizes all the responses by user. Clicking on the user's name will reveal all the responses and the scoring for that user. Clicking the **Trash** icon to the right of the user's name will delete the attempt and reset the quiz for that user.

Enter the Quiz Users tab to reset user's attempts

Note that if you use the same Video Quiz in more than one course, and a student happens to be in each of those courses, the student will see the quiz results from the first time the quiz was attempted. In these rare cases, you may need to reset the quiz attempts for that student so that they can take the quiz again.

Adding Hot Spots and Buttons

The Video Editor allows you to easily add buttons and hot spots to videos that can direct the user to external web addresses, or to various spots on the video timeline. Note that at this time hot spots cannot be added to Video Quizzes.

1. Enter My Media, and press/click on the title or preview image of a video for which you would like to add hotspots.
2. Under **Actions**, select **Launch Editor.**
3. In the left-hand menu, choose **Hotspots.**
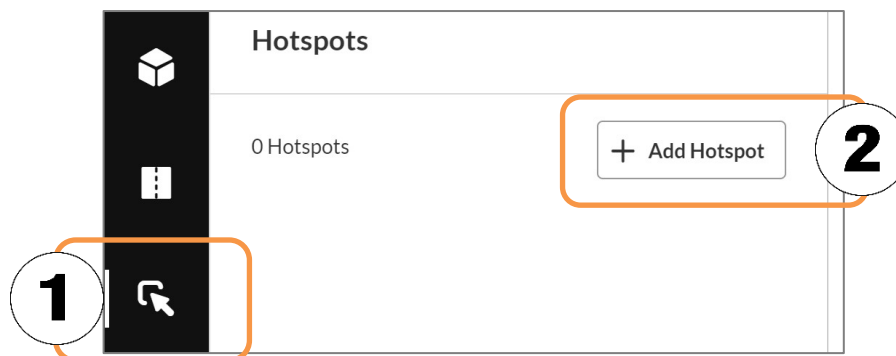
1. Hotspot Editor menu item   2. + Add Hotspot button

4. Position the play head to where you want the hotspot to appear, and choose **+ Add Hotspot**
5. Enter the text for the button/hotspot, choose the hotspot to be an external address (URL) or a timed spot in the video.

Hotspot configured to return playback to the beginning

6. Enter an appropriate URL, or a time in the video.
7. Under **Advanced Settings**, you can style the hotspot- background colour and opacity, size and shape, text size and colour, etc.
8. Press/click **Save**, and **Return** from the side menu.
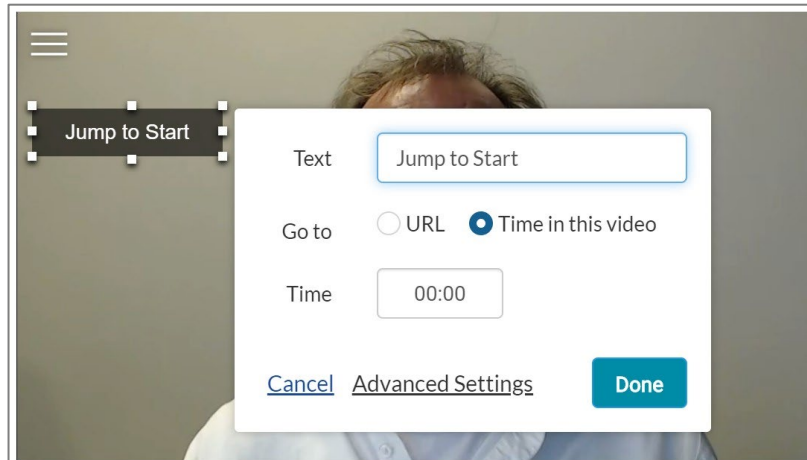9. Test your production by previewing it in My Media.

Chaptering a Video and Synchronizing to a Slide Deck

When you record a Microsoft PowerPoint presentation in Slide Show (full screen) mode, "chapters" are created automatically, with each chapter representing one slide, and any time a mouse or keyboard command causes an animation. Viewers can access any chapter at random using the Chapter Menu, which automatically appears for any chaptered videos.

You can manually add chapters to any video or audio entry. This can be particularly useful for long videos that present a variety of topics, allowing users to quickly jump to specific parts of the video. You can also upload a single "slide" or an entire slide deck, and align slides to the timeline.
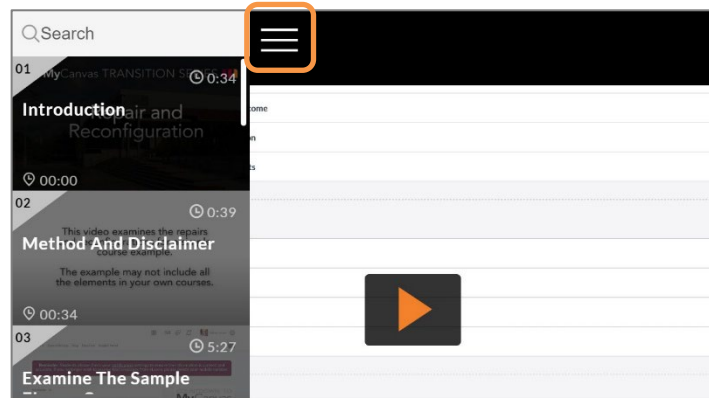
Section of player showing chapter menu control and opened chapters

Chaptered and multi-source videos play within a dedicated player that includes the Chapter Menu, and the ability to switch between sources e.g. the video and the slide deck.

1. Enter **My Media**, and click on the title or the preview image of the video you wish to chapter.
2. Under **Actions**, select **Edit,** and choose **Timeline.**
3. Position the play head to where you want to start a chapter, and press/click the **Add a new Chapter** button.

1. Add a New Chapter   3. Chapter indicators

4. Enter the title and description for the chapter. You can tweak the timing using the timing control.
5. Edit or change the chapter's **thumbnail** image, if desired. These images appear in the chapters menu.
6. **Save** the chapter information.
7. Note that a blue timeline marker appears to indicate the start of the new chapter. Click/press the marker to edit the chapter information if desired.
8. In addition to adding chapter markers, you can upload a single slide or an entire slide deck (in PPTX, PPT or PDF format), using the **Upload Slides Deck** button. Once uploaded, you will reposition the slide markers to appropriate spots on the timeline.

9. Press/click **View in Player**, or return to My Media to preview the chaptered video. Note the **Chapter Menu** in the upper left corner of the player.

Recording a Screen Capture Video

The My Media production tools include **Kaltura Capture**, a screen recorder that allows you to record all or part of your screen/monitor, while you are simultaneously recording audio- often your narration through a microphone- and, if desired, a second screen or a webcam feed. Screen capture videos include all your mouse movements, and can be an effective way to demonstrate how to use or configure software, navigate a website or your MyCanvas course, or present a narrated presentation.

You can choose to record up to three different sources. While the most-used configuration is to choose to record the **webcam** (capturing an image of you as you are presenting), the **microphone** (to capture what you are saying), and a **screen** (to capture your cursor/mouse movements and your screen visuals), you can also choose to record two screens or two webcams simultaneously.

Kaltura Capture is a **local** application that you will first download and install on your computer. Once installed, you can access this recorder from My Media or directly from the desktop app. The app configuration is specific to you, and any recordings that you create will upload specifically to your My Media.
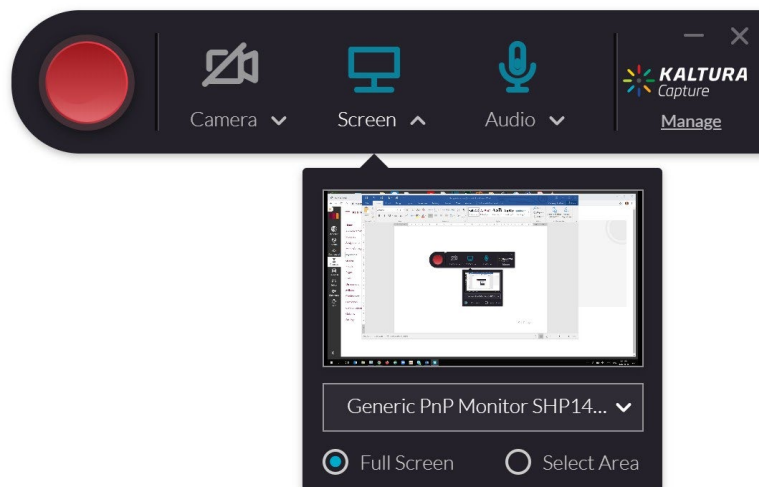

Capture console with input configurations. Full Screen is selected. Camera is disabled.

1. Enter My Media, press/click **Add New**, and select **Kaltura Capture**. The first time you access Kaltura Capture, you may need to download the app

via the download link. Note that most College computers in labs and classrooms have Capture preinstalled.

> **Using Kaltura Capture for the first time?**
> Download for Windows | Download for Mac

2. Once installed, Kaltura Capture can be launched via the **Add New** button in My Media, or as a regular local desktop application.
3. Once the app loads, configure the video and audio settings:
   - For **Camera**, use the dropdown selector to select the webcam or second screen to use, or press/click the camera button to disable the camera.
   - For **Screen**, use the dropdown selector to select the monitor you wish to record, and choose **Full Screen,** or **Select Area** to define a section of the screen.
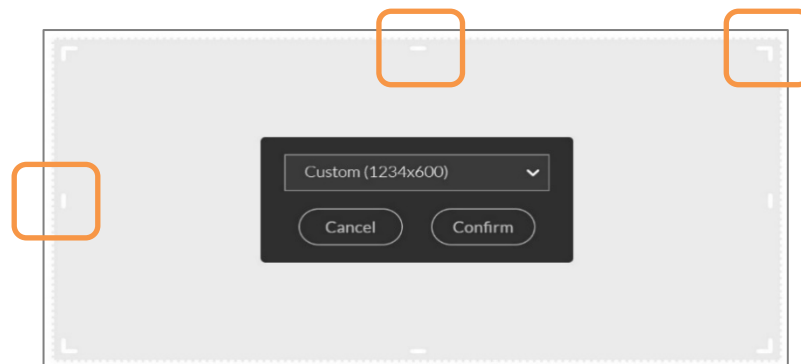
Drag the handles on the marquee to define a custom screen size

   - Note that you can choose preset sizes, or a custom size. Careful size choices can focus attention and minimize visual distraction.
   - For **Audio**, use the dropdown selector to select the microphone to use, or press/click the audio button to disable audio recording.
4. Also on the recorder, follow the **Manage** link, and choose the **settings** (gear) link to confirm your recorder preset settings. Accept the defaults if in doubt and press/click **Save**. If you have slow Internet upload speeds, you may choose to lower the quality (size) settings.
5. When you are ready, press/click the red **Record** button. After a 3 second countdown, the recorder console will minimize and recording will begin.
6. During the session, the sources that you selected will be recorded simultaneously, including any mouse movements on the screen.

7. Selecting the **pencil** (edit) button on the recording console will open a set of annotation tools that you can use in real time to:
   - Draw freeform lines and arrows, and type text
   - Choose annotation line thicknesses and colours
   - Delete annotations
   - Launch a movable whiteboard
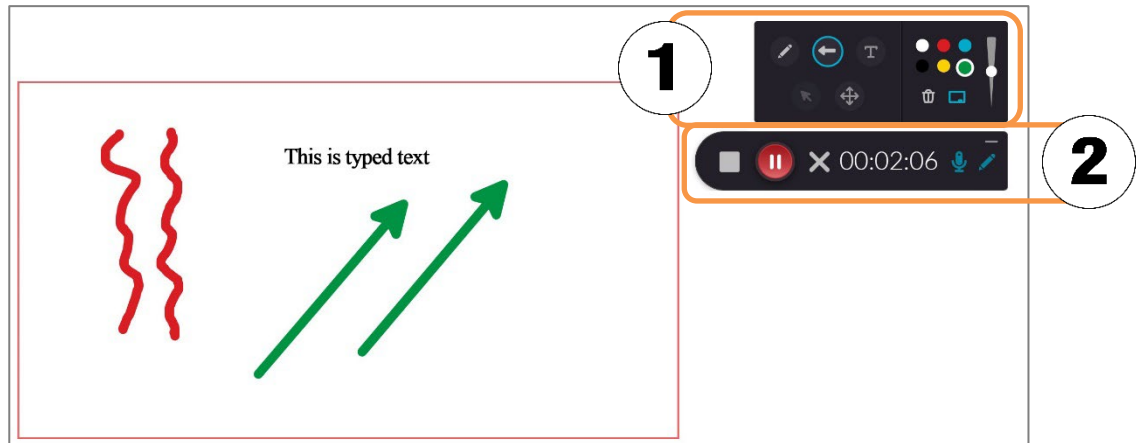
1. Annotation tools and resulting annotations   2. Minimized recorder with annotation tool button

8. Still within the annotation tools, click the **Cursor** button to return to cursor mode. Note that you can leave the annotation tool open for quick access, preferably outside the area that you selected to record.
9. When the recording is complete, press/click the **Stop** button on the recorder console. Confirm by clicking/pressing **Yes, Stop it**.
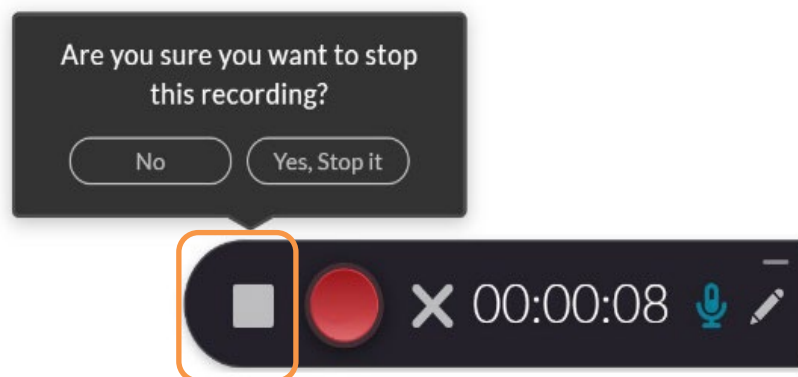
Stop button and confirmation

10. This takes you to the **Details** page for your new video. Enter a suitable Title, Description, and Tags as appropriate, and press/click **Save and Upload**.

11. The upload will occur and closed captions generated in the background, whenever your computer has an active Internet connection. **Close** the Kaltura Capture window.
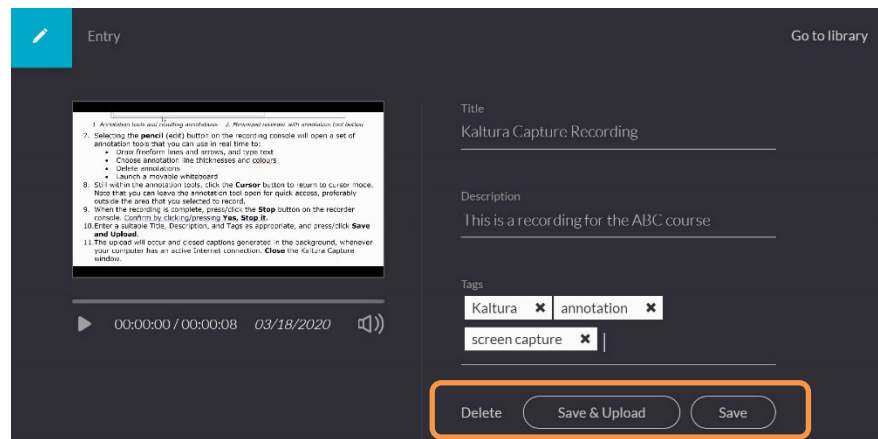
Edit the title, add a description and tags for discoverability and Save or Save and Upload

Creating a Narrated and Annotated Video of a PowerPoint Presentation

Often, you'll want to use a screen capture program to record a presentation and your voice, in real time, creating a narrated video showing your slides, your mouse movements, and any annotations that you add. Kaltura Capture allows you to add, as a secondary source, images, PowerPoint and PDF slides to accompany the screen information that you've recorded. Any slides that you add will function as chapter markers. When you record a PowerPoint presentation in Slide Show (full screen) mode, the chapters are created automatically. Chapters are also created whenever a mouse or keyboard command triggers an animation.

1. Using **Kaltura Capture** as described in **Recording a Screen Capture Recording** (above), record your presentation. When recording a PowerPoint or PDF file, you may choose to view them in full-screen. If your intention is to use the annotation tools, be sure to record only a portion of the screen, and/or position the tool panel so it is not recorded.
2. Once the video has processed and is available in My Media, click/press the preview image or title, and under **Actions** select **Launch Editor**. Make any edits to the recording as desired.
3. Under **Actions**, select **Edit,** and choose **Timeline.**
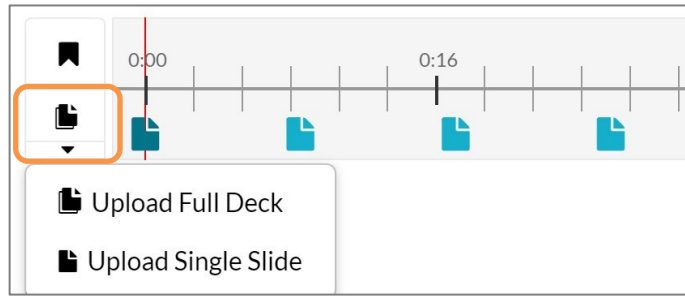
Timeline showing Upload Slide Deck options and existing slide and chapter markers

4. Click/press the **Upload Slides Deck** button, or the dropdown just below it to specify a **Full Deck** or a **Single File**. Note that a single file can include image files.
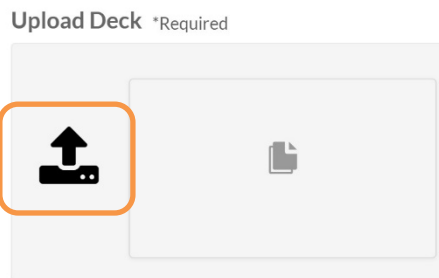

Upload file button

5. Choose **Upload Full Deck**, and then click/press the **upload** button to locate or drag and drop the slide deck that served as the presentation for your screen recording.
6. Once the file has loaded, you'll be returned to the chapter editor. While viewing the video, drag the blue slide indicators to appropriate spots on the timeline. Note that you can edit the **Slide Information** and descriptions if you wish.
7. Click/Press **View in Player** or return to My Media to preview your video. Note that your images or PowerPoint slides are now available in a secondary window, and that each slide also serves as a chapter marker in the chapter menu.

Editing Video Captions

Any media files that you upload to My Media, as well as any media that you create with the Kaltura tools, are closed-captioned and transcribed automatically via an integrated machine-captioning service. While this service transcribes with a fair degree of accuracy, you may need or choose to edit the captions within the

captions editor, or substitute an existing caption file generated outside of Kaltura. As always, reach out to your Instructional Designer if you require the accuracy of human captioning, at a cost.

1. Enter My Media, and click on the title or the preview image of the video you wish to caption.
2. Under **Actions**, select **Edit,** and choose **Captions.**
3. To add a captions file that was generated outside of Kaltura, press/click **Upload captions file**, and choose an existing .srt or .dfxp file.
4. To edit the existing machine or human-generated captions and transcript, click/press **Edit Captions** to launch the Captions Editor.
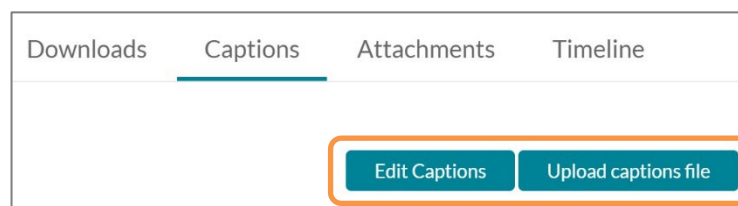
Captions options for editing

5. Here you can make changes to any text inaccuracies, add caption lines, delete caption lines, and even change basic timings.
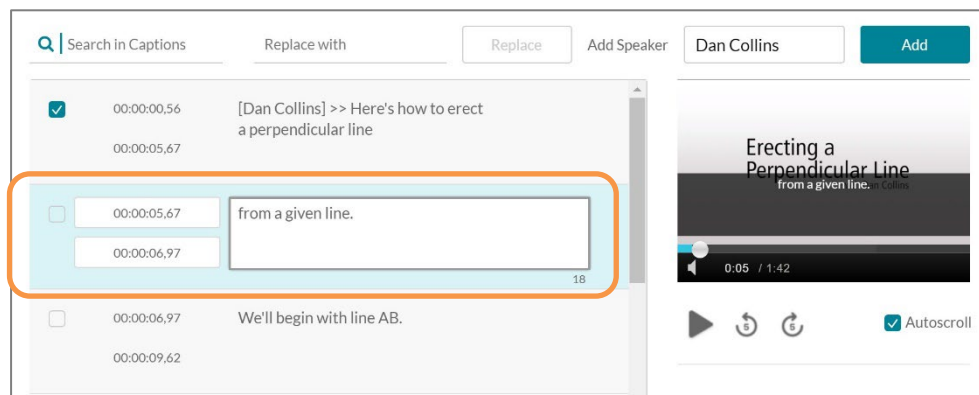
Edit being performed on one text block. Speaker's name added for first block.

Click/press within a line or timing value and type the update. You can also use **Search in Captions** and **Replace with** to make singular or transcript-wide changes.

6. When you are satisfied with the changes, click/press **Save**. Click/press **Revert** to discard your changes.
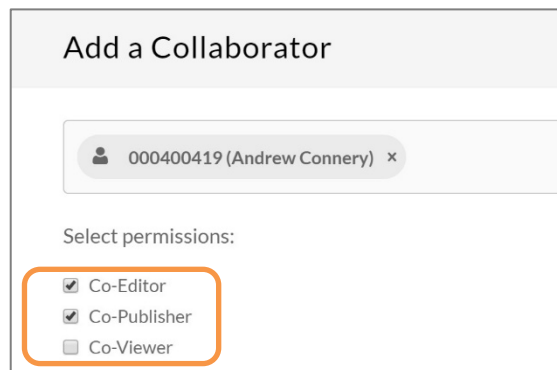
Sharing Your Kaltura Media with Other Users

By default, all the media that you upload or create with Kaltura tools is attributed to you as the **Owner**. Sometimes, you'll want to share select media files with colleagues so that they appear in their My Media and be usable and sharable in their courses.

To add a user to a media file:

1. Enter My Media, and click on the title or the preview image of the video you wish to share.
2. Under **Actions**, select **Edit**, and choose **Collaboration**.
3. Click/press **+ Add Collaborator**, and enter the employee numbers of the users.
4. Select the Co-Editor and Co-Publisher roles.
5. Click/press **Add**. The name(s) and permissions will appear on the Collaboration tab as confirmation.

Sharing a media file with another user

Regardless of the media's original owner, when courses are copied from one Teacher/instructor to another, the contents of the **Course Media** gallery is accessible by the new Teacher/instructor as well as the new Students.

You can also share a link to a media file using its preview page. Most Kaltura players include the **Share** button, and clicking/pressing that button exposes the public URL and embed code.
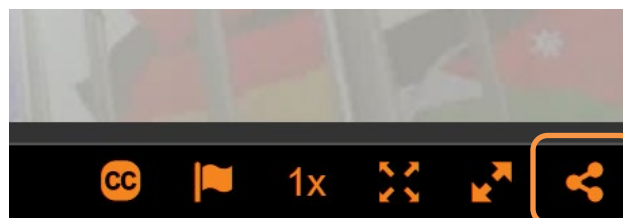
Share button on the video player toolbar
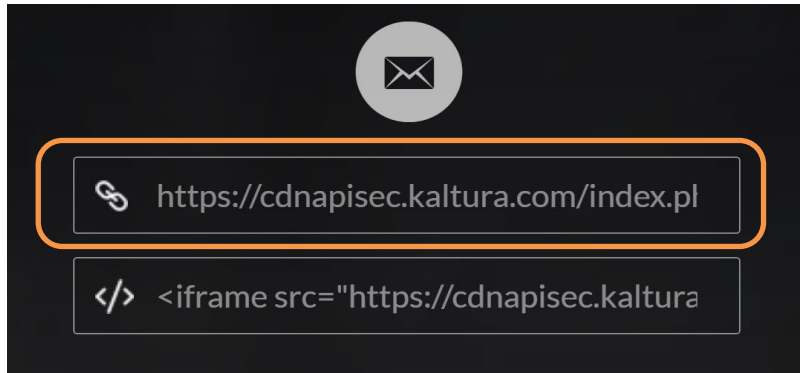
Underneath the Email button is the public link to the video

Student Use of Kaltura for Assignment Submissions

Kaltura is available for student use. Students can upload media files that they have created on other devices, or create media using Express Capture or Kaltura Capture. They can edit the videos and the captions, share these files with others or use them for assignment submissions.

1. Configure your assignment to allow **Online Submissions**, and allow the **Text Entry** option. You can allow other options including the **Website URL**.

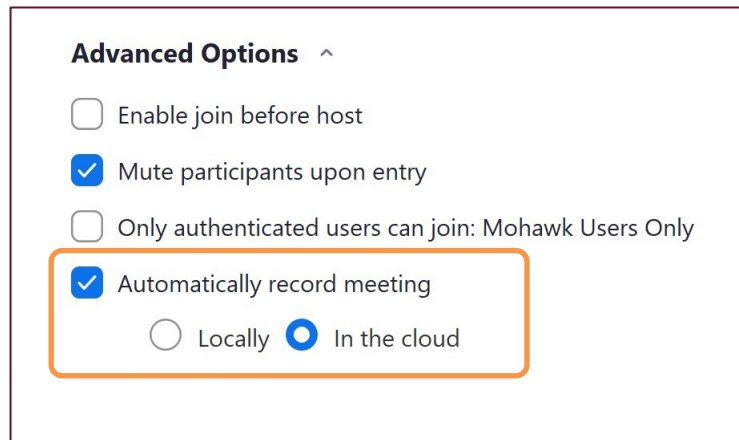At a minimum, allow the Text Entry option

Students will submit their media by opening the Text Entry tab, and embedding it using the Rich Content Editor, the same way that you add your media to Pages, Announcements, etc. If you have enabled the **Website URL** option, students could also share the address for the preview page for their video, exposed under the **Share** options on the player's toolbar.

Automatic Uploads of Zoom Recordings to Kaltura

If you are using a **Pro Zoom** account for synchronous video chats, meetings, presentations, course delivery, etc. you can configure it to automatically upload all of your meeting recordings to your Kaltura account (My Media).

Select **In the cloud** to enable automatic upload to Kaltura

1. When creating or editing the settings for a Zoom Meeting, open the **Advanced Options** at the bottom of the form.
2. Enable (check) the **Automatically record meeting** option.
3. Enable (check) the **In the cloud** option.
4. **Save** the changes.

With these settings, at the conclusion of the meeting the recording will be uploaded to both the Zoom cloud, under your account, and your College Panopto and Kaltura accounts. Kaltura users will see their recording in **My Media** soon after the recording was completed, the time largely determined by the size/length. The video can be subsequently shared within your course by all the usual means described in this document.

Save a Copy makes a new version of the video and preserves the original

Replacing the Default Player and Using Other Players

Anytime you embed a Kaltura video in a webpage, or have Kaltura generate a public preview page, the video presents in a **player**. In most cases, that is the **default player**, configured for general use. It includes certain functionality,

including a **hover** toolbar, the control to **share** the video through embedding or a link, the playback **speed** control, **captions on** by default, and other features.

There are several other Kaltura players available for use, each designed with specific functionality, with most providing the basic functions- play, pause, stop, captions, speed, volume, play head position, etc. The most-used players are:

ID#	Name	Purpose
44669531	**Default- Standard Functions**	Default player. Used in most instances when a specific player is not identified.
44905971	**Main Player for Multi-Source Captures**	Default multi-source player for multi-source (PiP) Capture videos
46241851	**Reverse Sources**	Reverses the primary and secondary sources (PiP and main source windows) of Capture videos
48424293	**Enable Download**	Includes the **Download** function on the toolbar
47254393	**Enable Looping**	**Loops** the playback indefinitely
46362481	**Disable Share**	Excludes the **Share** options on the toolbar
50381352	**Disable Transcript**	Excludes the **Transcript** module
51193103	**Disable Chapters**	Excludes the **Chapters** control for chaptered media
44669551	**Default Quiz Player**	Default player for Kaltura Video Quizzes

Sometimes you'll want to enable a different player than the default, one that includes or excludes specific functionality. For example, you may want your video to **loop** automatically, or to **exclude the text transcript** or the **share** options, or the ability for users to **download** the video. You may want to reverse the primary and secondary sources for a Kaltura Capture recording, in cases when you've mixed up the sources when recording.

Changing a Player on a MyCanvas Page

Historically, changing a player involved a code edit, but after Dec. '22, the choice of player is made **when you embed the media** on the MyCanvas Page or other component. Note that once media has been embedded, there is no way to change the player.

1. With your Page, Announcement, etc. in the **Edit** state, click/press on the **Embed My Media** button on the Rich Content Editor's toolbar.

2. Scroll through your media listings until you find the entry you wish to embed.

3. Click/press the **Settings** icon (gear) to expose the various player configurations, including player type.
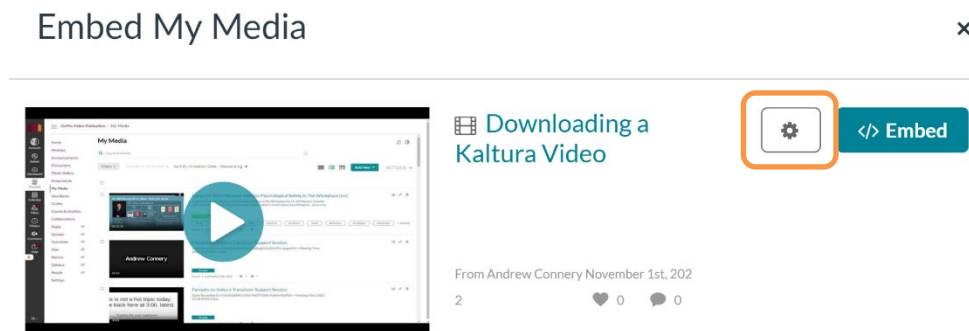
4. Click/press the dropdown selector beside the **Choose Player** options to expose the various players. Note: click/press **</> Embed** to embed the media using the **Default- Standard Functions** player.
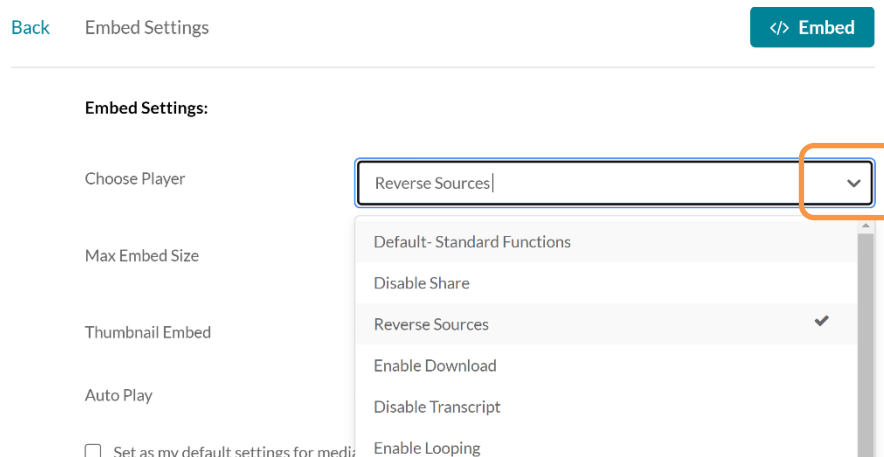
5. Select the player that you wish to use. Note that you may also choose the size of the player and other features at this point.

6. Click/press the **Embed** button to complete the embed operation.

7. Continue to edit the Page, and eventually **Save** the Page.

Changing a Player on a MyCanvas Page – "Old" Embeds

Prior to Dec. '22, the player in use in a Kaltura embed was identified by its **ID#** in the source code, and you would change the player by editing the embed code and replacing the default player (ID# **44669531**) with the ID# of a player that includes the functionality you prefer. Note that this method is still in use for embeds that were created prior to Dec. '22, and is still used to edit the player in a Preview page.

1. Navigate to the Page (or other component) that includes the video, and choose **Edit**.

2. In the Rich Content Editor, choose to view the content in HTML (code) view.
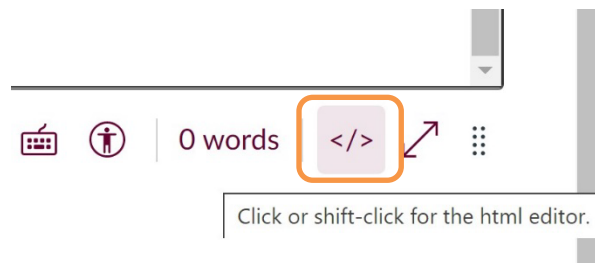
3. This exposes the code for the page, which includes the code for the Kaltura embed. Look for the 8-digit value that represents the player; in this partial code example, the default player (ID#44669531) is specified. Simply replace this value with the ID# of a different player, and **Save** the changes.

    …1.kaf.kaltura.com%2Fbrowseandembed%2Findex%2Fmedia%2Fentryid%2F1_ss wxghpc%2FshowDescription%2Ffalse%2FshowTitle%2Ffalse%2FshowTags%2Ffals e%2FshowDuration%2Ffalse%2FshowOwner%2Ffalse%2FshowUploadDate%2Ffals e%2FplayerSize%2F1000x602%2FplayerSkin%2F44669531%2F" width="1000"….

Changing a Player on a Preview Page (URL)

Most players in use include the **Share** options, on the extreme right on the toolbar. Included in the options is the ability to generate the embed code, and a link to a public **Preview** page. When using either of the generated codes, you can change the default player to any other player.

1. On the video player, choose the click/press the **Share** button.
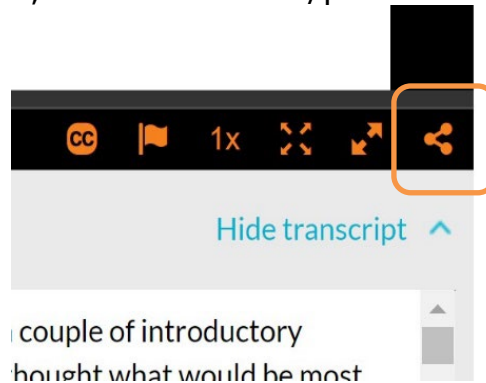
2. This exposes 3 things:
   1. a button that generates an email message that includes the URL to the Preview page
   2. the URL itself to the Preview page, and
   3. the default embed code.

As an example, this code generated for the URL and the Preview page specifies the default player:

> https://cdnapisec.kaltura.com/index.php/extwidget/preview/partner_id/1345362/u iconf_id/44669531/entry_id/1_alkijhr7/embed/dynamic

If you wanted to share this video with a viewer outside of MyCanvas but disable the viewer from being able to further share it, you would edit the player ID# to the version that disables the **Share** options.

> https://cdnapisec.kaltura.com/index.php/extwidget/preview/partner_id/1345362/u iconf_id/46362481/entry_id/1_alkijhr7/embed/dynamic

Tips, Recommendations and Troubleshooting

Bandwidth Requirements

While technically users don't require an Internet connection to create Kaltura Capture videos, uploading Kaltura videos- specifically Kaltura Capture videos- requires sufficient Internet upload speeds. Kaltura recommends a minimum of 1MB/second.

If you are on an exceptionally slow Internet connection, some attempts to upload files to Kaltura will stall and ultimately fail after several hours. Uploads of Kaltura Capture videos only occur once the recording is complete, so uploads may appear to take longer than expected.

If you are challenged by slow upload speeds, you can consider editing the default quality/size settings, found in the Settings (gear) under the **Manage** link on the Capture recorder interface. Downgrading the quality settings will dramatically increase upload times if they prove to be a problem. For example, recording at 720p results in a file half the size of a 1080p recording.

Also, recording only one video source- e.g. just your screen and voice- will dramatically decrease the upload time.
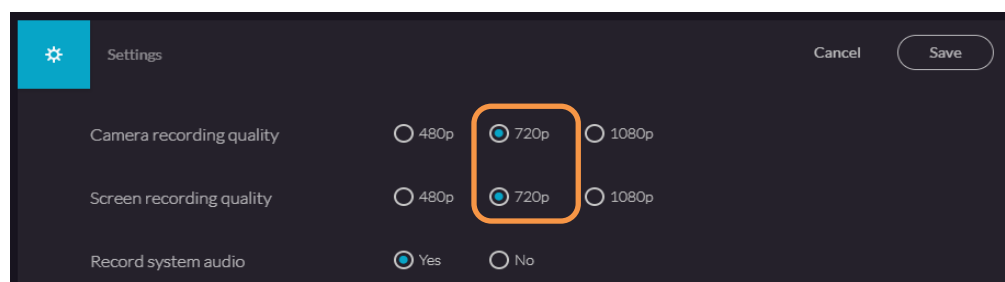
Lower quality settings result in smaller files and quicker uploads

Replacing Capture Recordings

Kaltura Capture recordings are stored locally on your machine during the recording, and are only uploaded to Kaltura when you choose to upload them. These files will only be deleted from your system when you choose to delete them, manually via the File Explorer or via the Kaltura Library.

This can be advantageous in cases when you have damaged a video through the editing or caption editing processes. In the Library, there is an option to Re-upload the original files.

Another recover option you may need to employ is to replace the edited version of a video with the original recording.
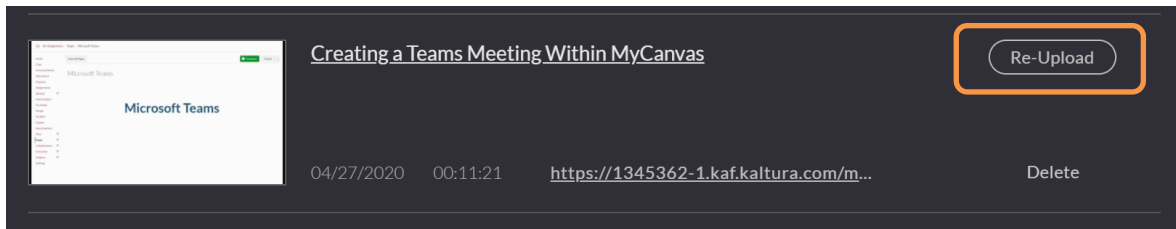
Original recordings can be re-uploaded if needed

When you record a multi-source video in Kaltura Capture, there are actually two individual video files (.mp4 format) stored on your local machine. In cases when you recorded two sources in error- for example, if you unintentionally included the webcam feed- you can locate the screen-only video in your Kaltura recordings folder on your computer and use it as a replacement.

1. While previewing the video in My Media, click or press **Actions** > **Edit** > **Replace Media** and click/press **+ Choose a file to upload**.
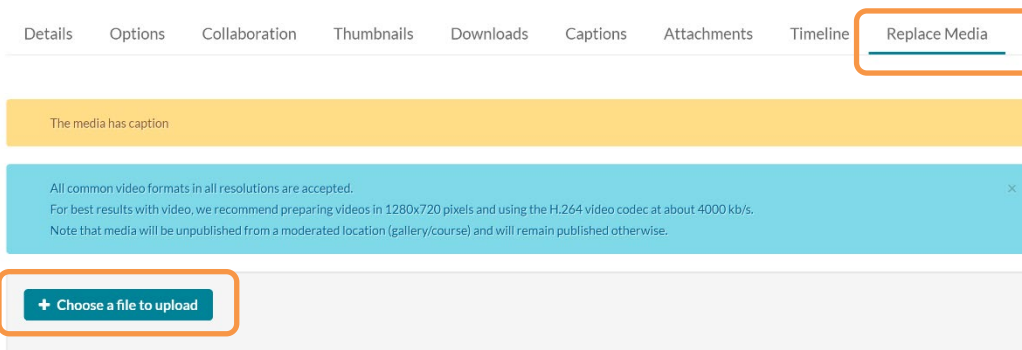
Open Replace Media and choose a replacement file

2. The path to the folder in which Kaltura Capture recordings are stored is: C:\Users\<username>\AppData\Local\Kaltura\Capture\Recordings.
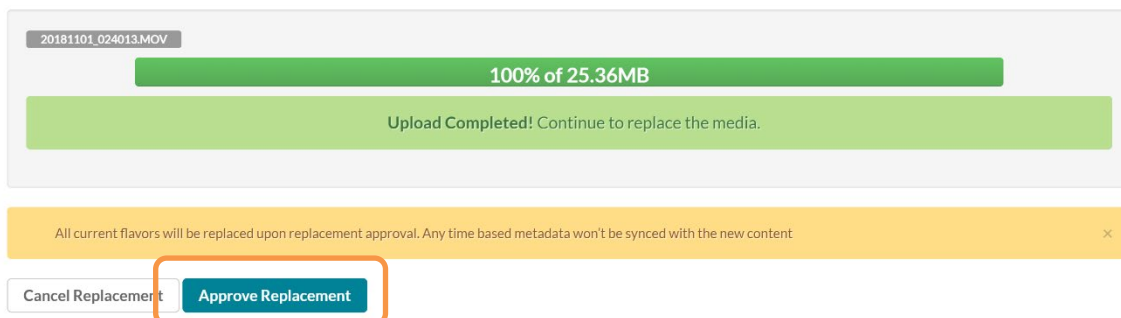
Click/press Approve Replacement to complete the process

Search the folder and select the original recording of the video feed you wish to retain. After the upload, click/press **Approve Replacement**.

Save the Original Recording During Editing

The Kaltura video editor is a cloud-based tool intended to make simple edits to your recordings, and is not a replacement for a local non-linear editor. It is possible to damage a file and render it unusable during a complex editing process. If you intend to make a lot of edits to a video, it is advisable to first make a copy of it.

When you launch the editor via **Actions > Launch Editor**, you have an option to **Save** or **Save a Copy**. Choosing **Save a Copy** makes a copy of the original file and leaves the original as a reference copy.

Hardware Requirements

The use of the Kaltura production tools requires a modest minimum system, and Kaltura recommends at least 4 GB of RAM (8 GB suggested) and an i5 or AMD A10 processor. It's not unusual that an older system or one with insufficient RAM will allow the use of the webcam (using Express Capture) but disallow its use in Kaltura Capture. The only solution is to upgrade the operating system, RAM, and possibly storage.