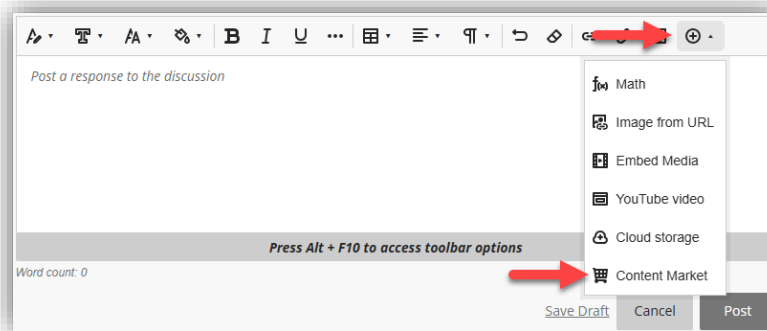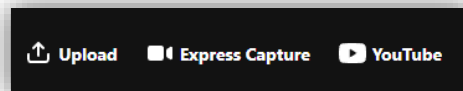**Adding a Video Entry to a Discussion Board Using Kaltura Media**
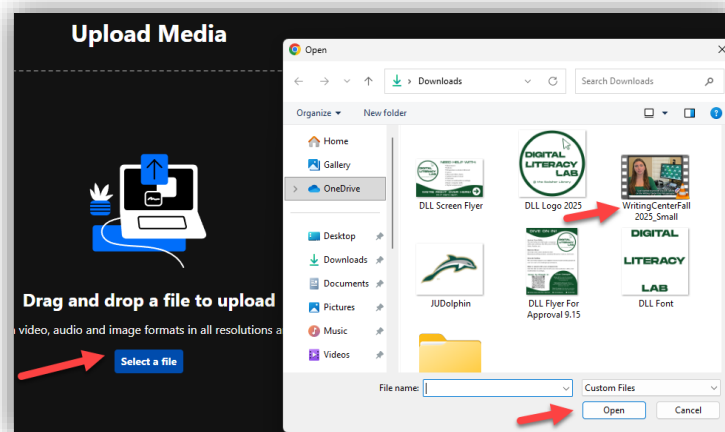
In Bb Ultra, locate the **Discussion** you want to reply to and select the **Response** window. Your tools will open with your formatting and content options. Choose the **+** button and select **Content Market**. A table of options will appear; select **Kaltura Embed**.

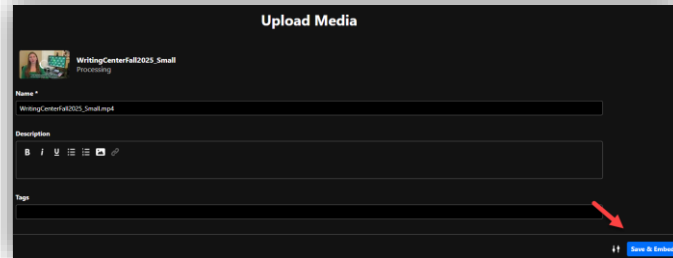Once you have chosen **Kaltura Embed** you will see these options. The steps for each are listed below.

Select **Upload**. A new window will open where you can **Select a file** to upload that is already saved on your device. Locate the file and click on the .mp4, .mov, or .wmv file. Any other file type might encounter playback issues in Blackboard. This will populate in the file name input line and then choose **Open**.
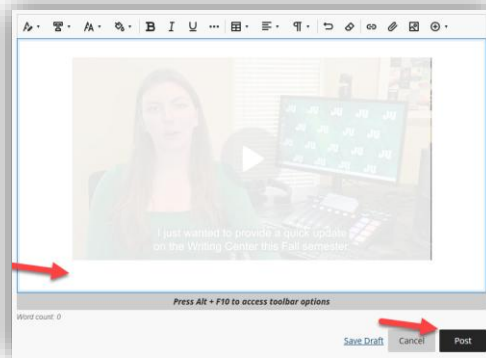

The file will then be uploaded to Kaltura and you will now have the option to change the file name, add tags, write a description if required, and save.

Click on **Save and Embed** to share the file with the **Discussion Board.** A request to insert will follow with the new file name. Choose **Insert.**
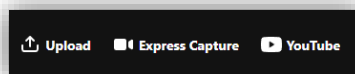

You can now add any text to your discussion board reply and select **Post**.
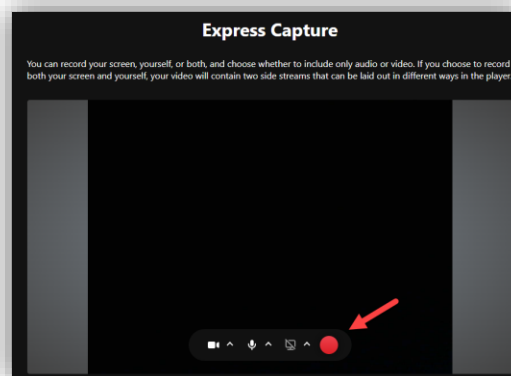

Adding Video Entry to a Discussion Board Using Kaltura Express Capture

The second option to upload content to a **Discussion Board** is to use the built in feature called **Express Capture** and the live recording window will appear. Once **Express Capture** is selected, you will be prompted for access to the camera and microphone if this is the first time you are using this feature. Make sure you allow these features. Your video image will appear from your webcam.
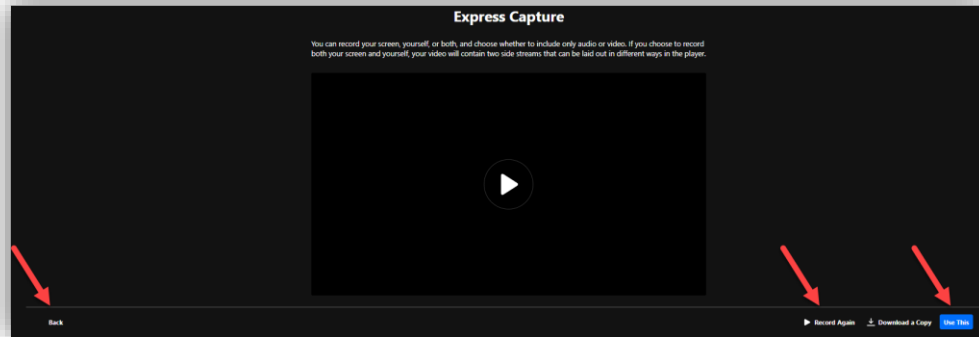

You will click the red circle to record your session and then once again to stop the recording.
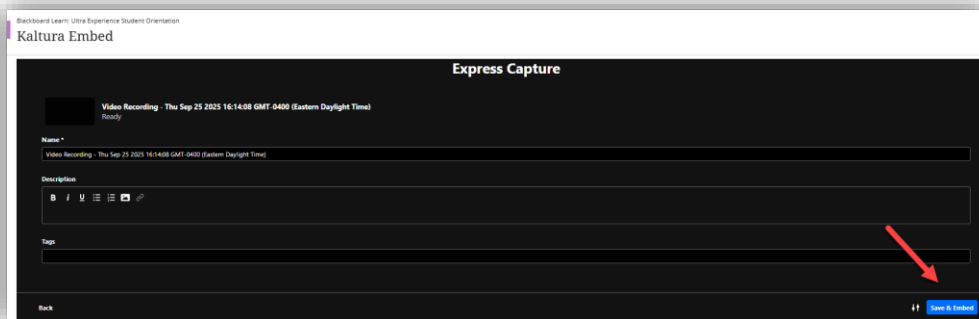
Once complete you have the option to **Record Again, Download a Copy,** or **Use This**. Select **Use This** once the video is previewed and acceptable to get to the description window.

You will have the opportunity to change the file name, add a description, tags, and adjust your privacy settings. Click Save when ready to add this video to the **Discussion Board**. **Save and Embed** needs to be selected to finalize the upload.

You can now add any text to your discussion board reply and select **Post** to upload your video and reply to the **Discussion** board.