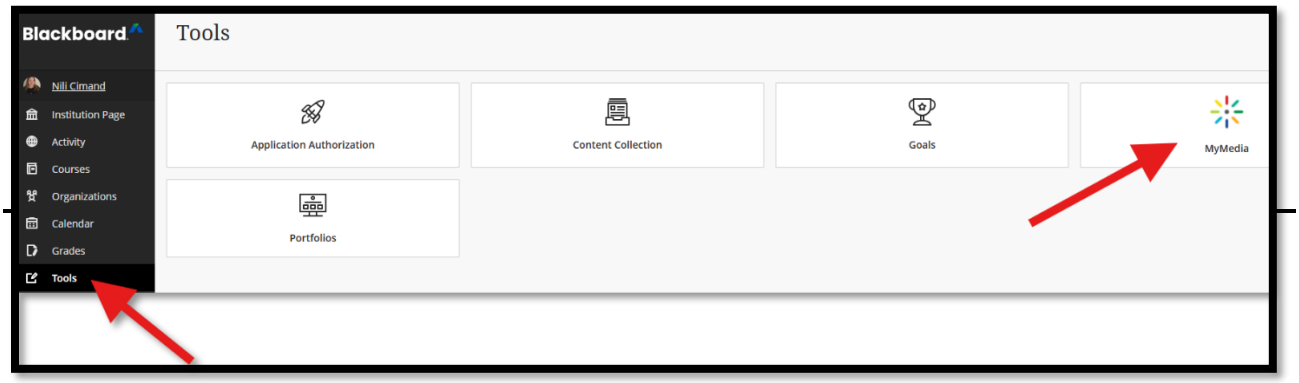
Recording Video using the Desktop Version of Kaltura Capture

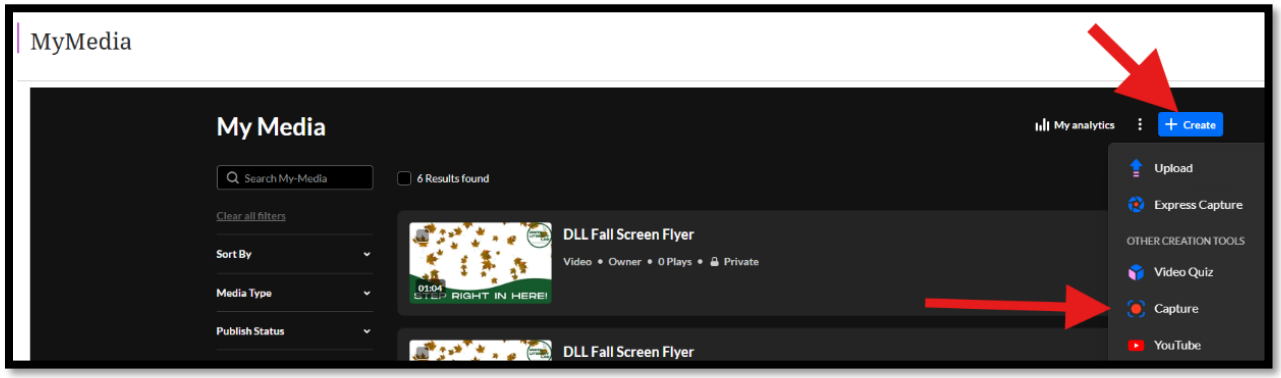
* Skip to page 3 if you have downloaded and installed the software

Installing the desktop version of **Kaltura Capture** will make it easier to record video and post it to class assignments and discussion boards. The initial steps are needed to download the software for either the **Apple** or **Windows** platform. Capture isn't available in app stores or public download sites - you can download it directly from Blackboard.

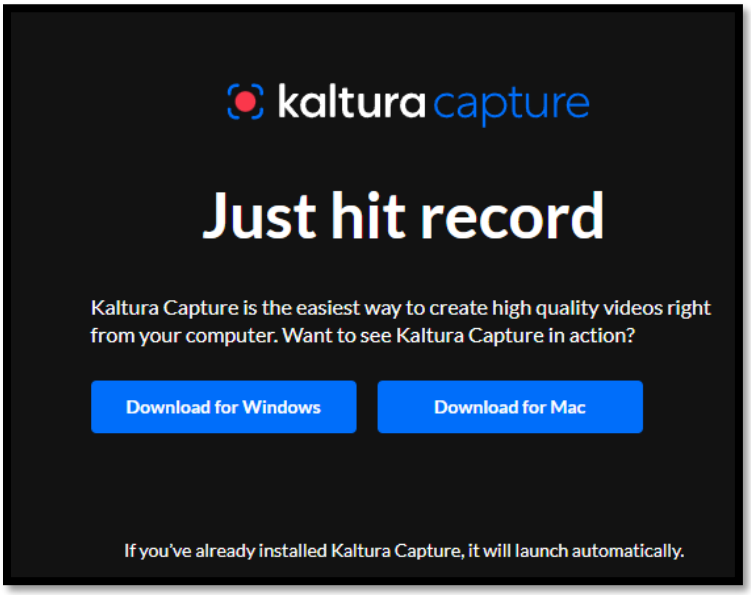
In Blackboard, select **Tools** from then **MyMedia**.



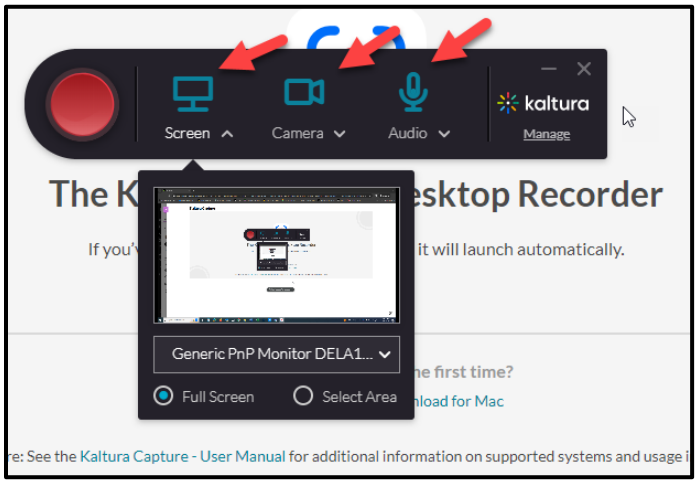
Open the **Create** menu and select **Capture**.



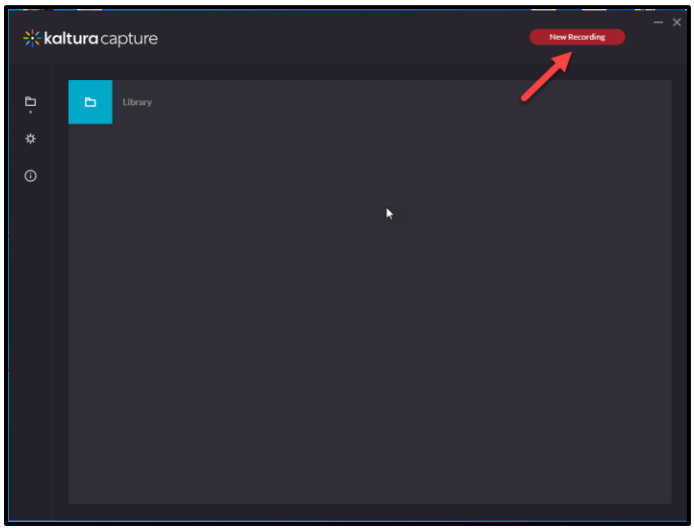
You will be given the option to download the **Windows** or **Apple** version. If you see the **Open Kaltura Capture** window from the center of the browser window, this means the software is already installed and there is no need to install it again but it gives you option to launch it from this location. **Please download and install the appropriate version for your computer**.



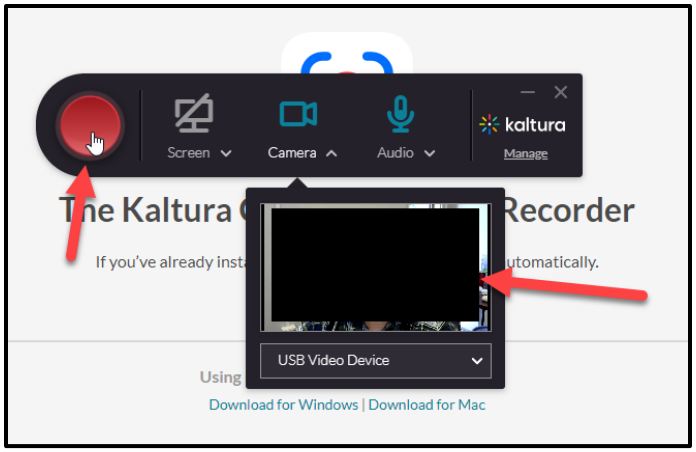
Recording the Video



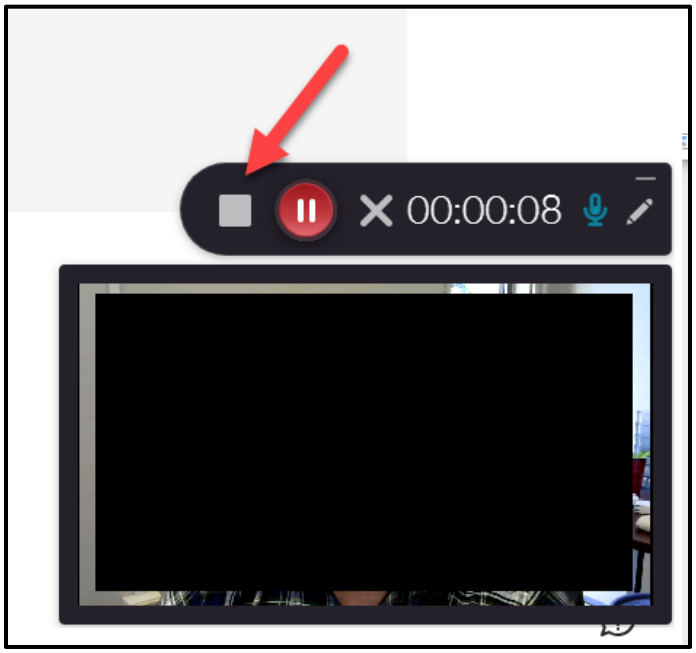
Once installed, you will launch the software and make your choice of whether to record the computer screen or live camera. You will need to click the option (Screen/Camera/Audio) you do not want to disable the feature. If you have multiple output devices connected, you will have options to select the correct output device for recording.



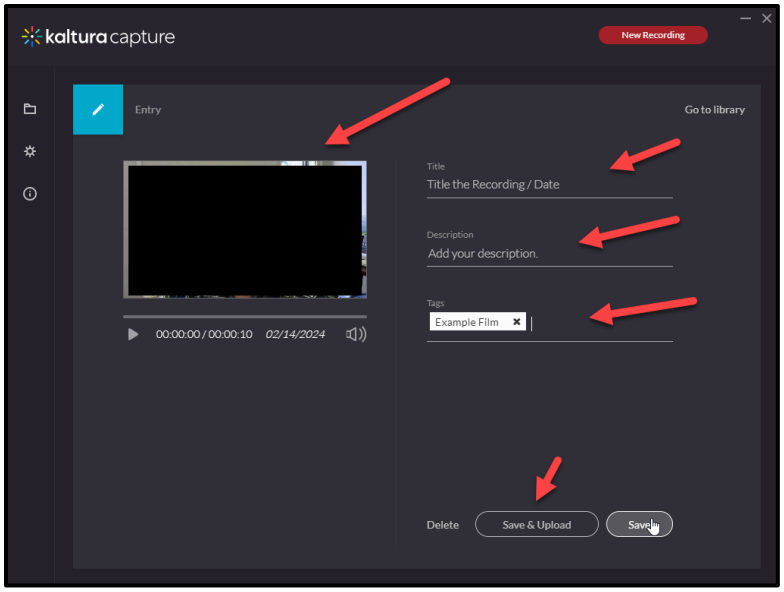
You will choose **New Recording** to begin.



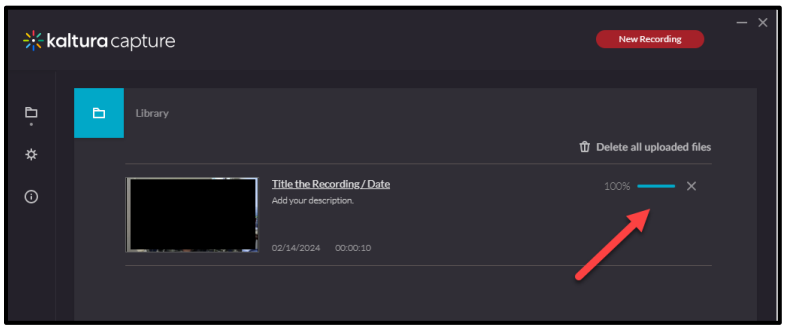
Once you click the record button, the player window will appear with a timer along with the visual of what is being recorded.



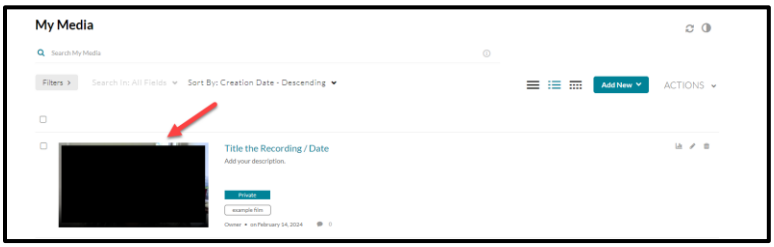
Once complete, you will select the stop button which is the grey square next to the pause button.



Here, you can add the title, description, and key words. Click **Save & Upload** to send the video file to your **Kaltura My Media** when ready.



After **Save & Upload** is chosen, you will see the upload completion percentage. This step will require you to login to your Blackboard account if you have not done so already.



This video will now appear in your my **My Media** library.