



Learning Spaces @ West Lafayette

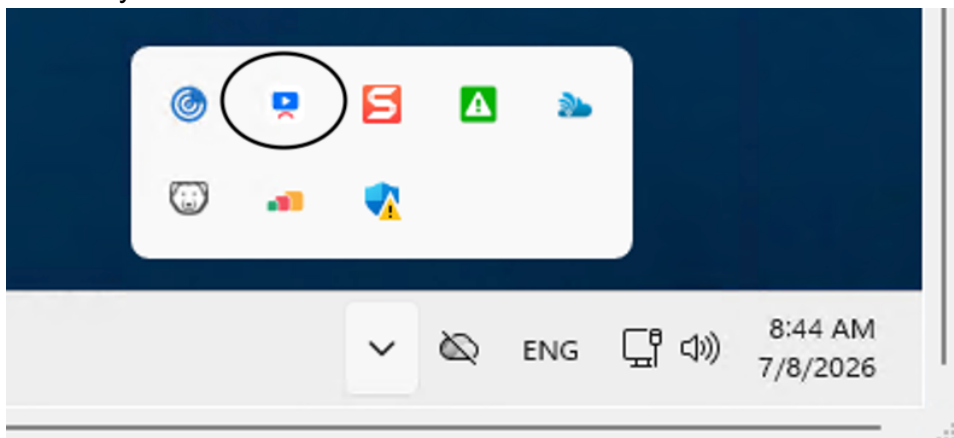
[BoilerCast Instructions: Ad Hoc Captures in Kaltura Classroom](#)

This guide will cover the Kaltura Classroom software that is preinstalled on all classroom lectern computers.

Please note that users are no longer required to login to Kaltura separately from PC login. Simply open the Kaltura app, select record and when finished, enter your name in the user field for video upload to Brightspace.

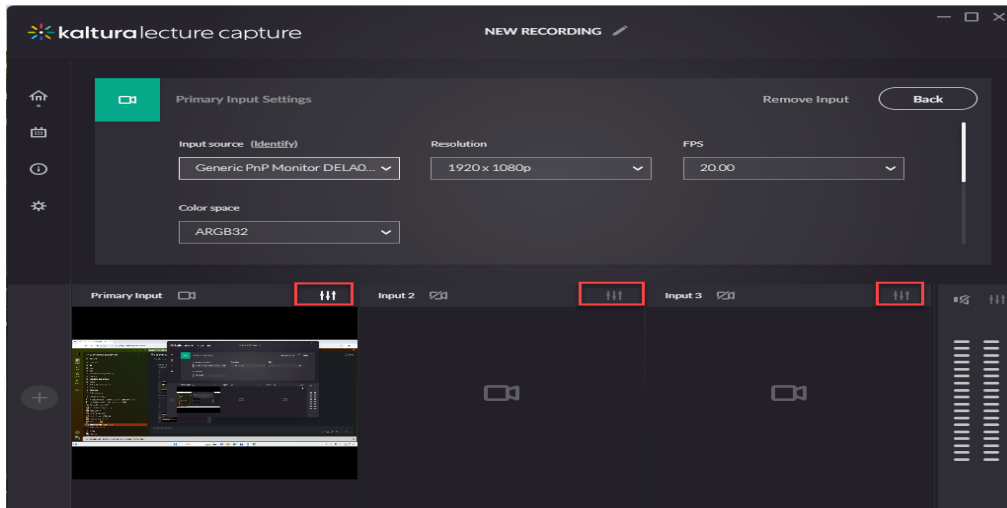
Starting/Stopping Recording

- Search for “Kaltura” on the computer to open the application or look in lower right of the screen by the clock for this icon:

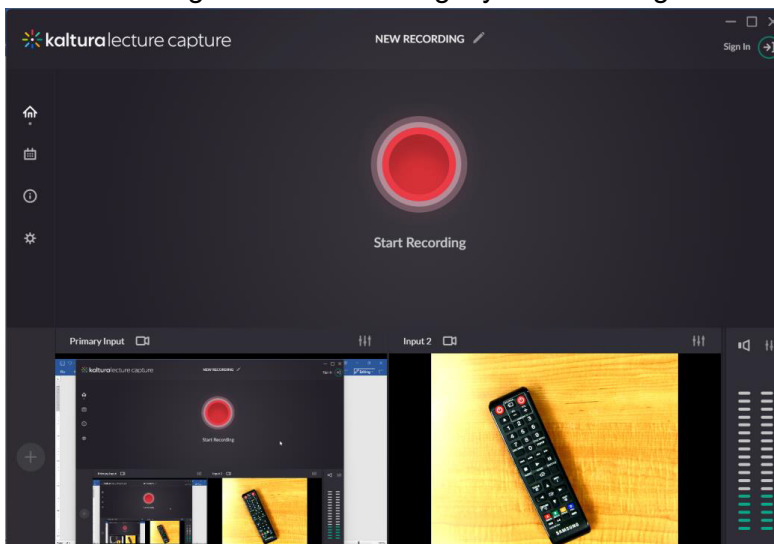


Selecting Inputs

- Before starting your recording, select which inputs you would like to record.
- At the bottom of the window, you can choose the settings icon for each input (see screenshot) The input settings (below) allow you to adjust what you would like that input to record: Your computer screen, webcam, document camera, etc.



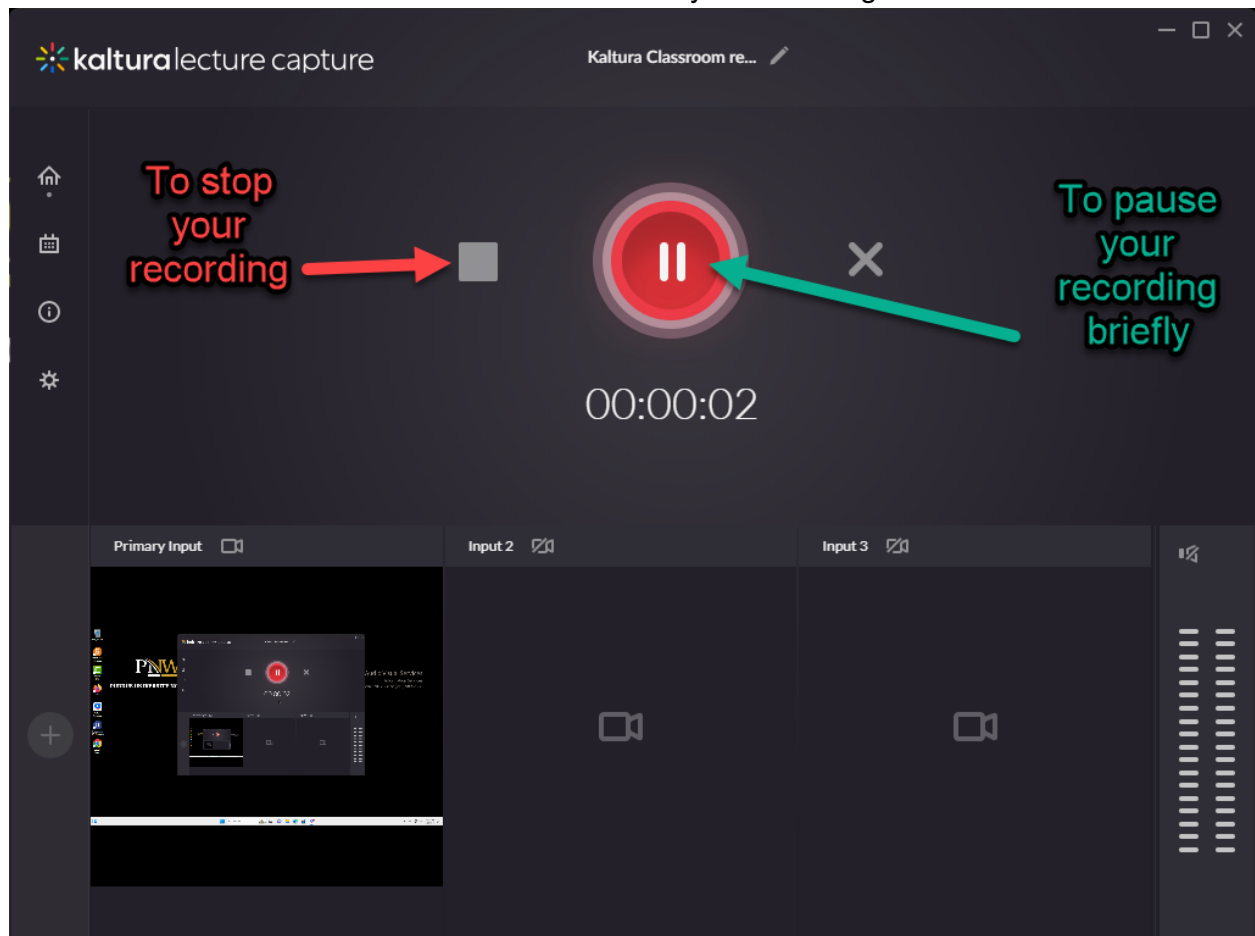
- Select the large red button to begin your recording.



- A countdown will appear, letting you know that the recording will begin once the countdown reaches "0".

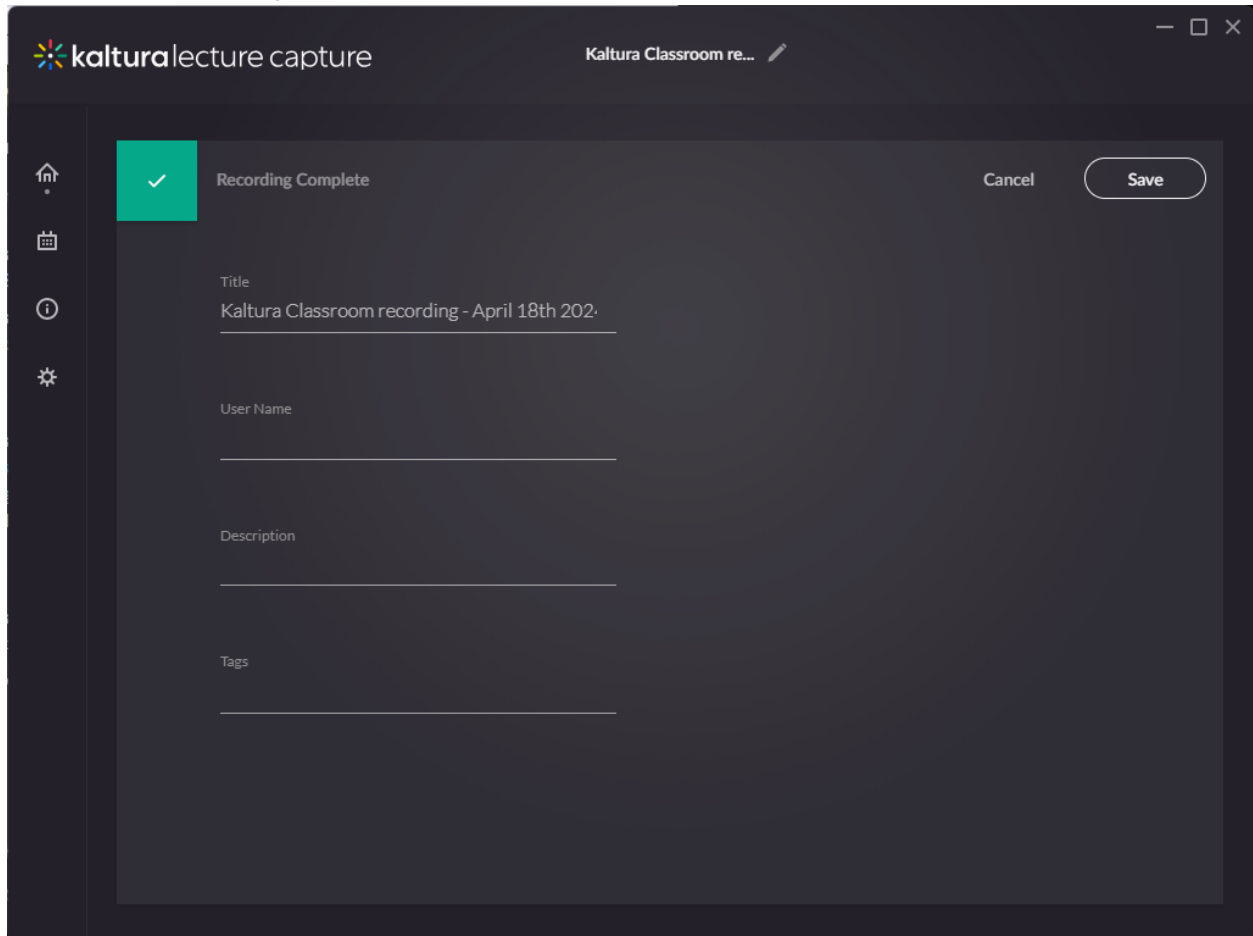
Once you have begun your recording, you have the option to pause it briefly by selecting the pause icon that has appeared in the center of the red recording button. (see screenshot below)

- Once paused you can resume your recording by selecting the red record button once more.
- You also can choose to end the recording by selecting the square “Stop recording” button.
- Please do not hit the x as that will cancel your recording and it will not be saved.



Saving your Recording

- Once you have finished and stopped your recording you must save it.
- Enter in the Title and USERNAME.
- Optionally, you can enter a description and add some tags.
- Press “Save”. The recording will automatically upload to your “Kaltura MyMedia” within Brightspace.



The screenshot shows the Kaltura lecture capture interface. At the top, the logo 'kaltura lecture capture' is on the left, and 'Kaltura Classroom re...' with a pencil icon is on the right. A sidebar on the left contains icons for home, calendar, information, and settings. The main area displays a 'Recording Complete' dialog box with a green checkmark icon. The dialog box has a 'Cancel' button and a 'Save' button. Below the title bar, there are four input fields: 'Title' (containing 'Kaltura Classroom recording - April 18th 202'), 'User Name', 'Description', and 'Tags'.

kaltura lecture capture

Kaltura Classroom re...

Recording Complete

Cancel Save

Title

Kaltura Classroom recording - April 18th 202

User Name

Description

Tags