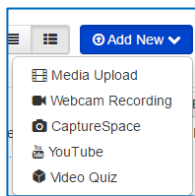
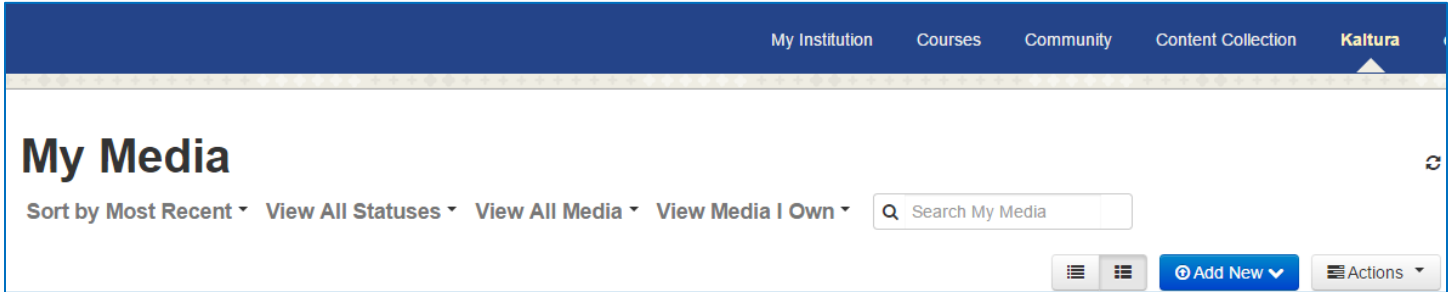


Kaltura My Media allows instructors to easily upload or link to videos, record with a webcam, record the desktop using the screen recorder and enhance videos with in-video quizzes. A **Mashup** is a combination of items that work together to provide richer content.

Here's how to **add new content to My Media and then place it in a Blackboard course using Mashups.**

For each option, we will begin by selecting the **Kaltura tab** in Blackboard and **selecting an option from the Add New dropdown list.**



➤ **Option 1: Media Upload** (upload stored media content)

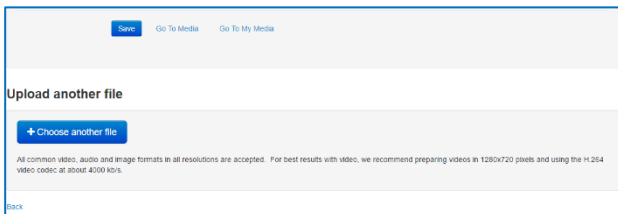


Select **Choose a file to upload.**

Select the media file(s) on your computer.

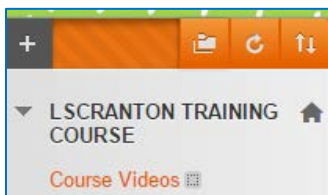
When the upload is complete, enter **Name** (required).

Tags and Descriptions are optional.



Select **Published** and select the course(s) in which you want to share the file(s).

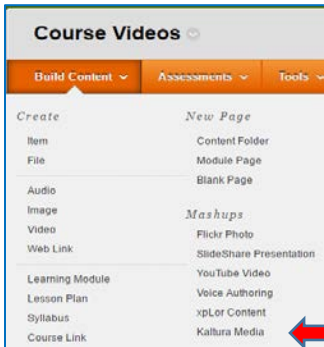
Select **Save.**



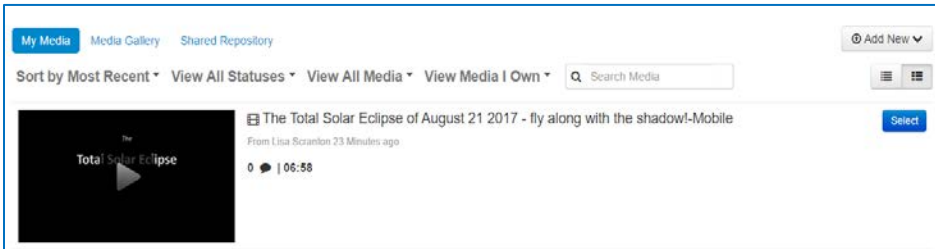
Now you can create the Mashup.

Mashup Instructions:

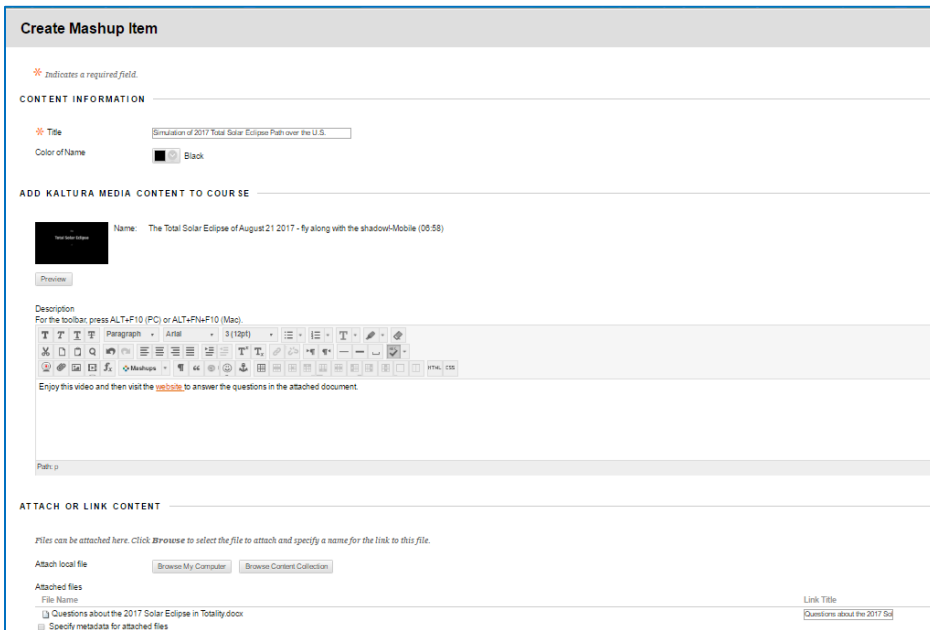
Go to the course in Blackboard and choose a content area from the course menu in which you want to place the file.



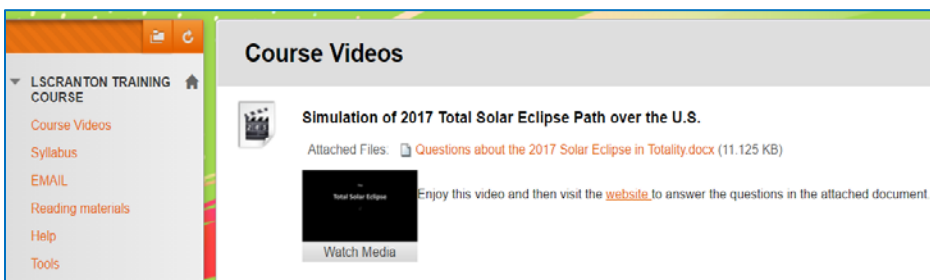
Hover mouse over Build Content and select **Kaltura Media** from the Mashups section.



On the My Media screen, click the **Select** button next to the media file you want to add to the content area.



On the Create Mashup Item screen, enter Title (required) for the item (other information is optional) and select **Submit**. For this example, in addition to the media file, we added a link to a website and attached a document.



Here is a screenshot of how it will appear to students. Students can click on the thumbnail file image to play the recording, click the link to go to the website, and click on the document link to download the document.

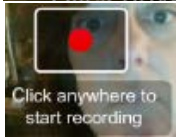
➤ **Option 2: Webcam Recording** (ex: record yourself and/or others, record “in the field”, etc.)

Select **Webcam Recording**.

Select **Allow for Adobe Flash Player Settings**.



Click anywhere in the webcam field to start recording.



Click anywhere in the webcam field to stop recording.



You can select the **Play** button to preview the recording.

If you don't want to save the recording, select the red **Stop** button and select **Yes to Record** again without saving **OR** you can select **Save** and upload the recording.

When the upload is complete, enter **Name** (required). Tags and Descriptions are optional.

Click the blue **Save** button and then select **Published** and select the course(s) in which you want to share the file(s).

Select **Save**.

Now you can create the Mashup (see instructions under Media Upload).

➤ **Option 3: CaptureSpace** (record from desktop: applications, presentations, websites, etc.)



Select **CaptureSpace**.

When using the CaptureSpace application for the first time you may be prompted by the browser to approve the application.

Each web browser may prompt you with a unique message.

See <https://knowledge.kaltura.com/kaltura-capturespace-getting-started#> for more information.

Choose the recorder download version for your operating system.



Select the **type of recording** you want to create from the Kaltura

CaptureSpace Desktop Recorder menu. A unique menu will appear depending on the type of recording chosen. Choose **settings** from the dropdown lists and/or toggle settings on/off.

Click **Record** on the bottom of the screen. You are presented with a countdown for 5 seconds and then the recording begins.

Click **Done** when finished recording.

To edit the recording, select **Library** on the Desktop Recorder menu and select the pencil icon next to the recording.

The images above show our example options: Presentations & Lectures; one camera, screen capture off, uploaded presentation, and sound on.

A few usage examples:

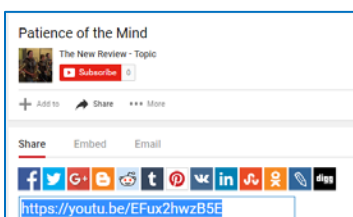
Recording Options:	Usage Examples:
Camera(s) and Sound -- choose camera settings from dropdown list. <i>When using the Kaltura CaptureSpace Desktop Recorder on a Mac, you are able to choose only one camera.</i>	Record instructor introduction Record lecture in-class or outside of class Record in-person interview Demonstrate a painting or music technique
Screen Capture – if you have more than one screen, choose the screen display from the dropdown list.	Record your use of applications such as Excel, Skype, or website content, etc. Annotate on screen using Drawing Tools
Presentation	Review course syllabi, complex topics, review for exams, etc. Create and uploading a presentation such as a PowerPoint or Prezi and then record your voice while moving through the presentation.

For details, visit <https://knowledge.kaltura.com/kaltura-capturespace-recording-options>.

Now you can create the Mashup (see instructions under Media Upload).

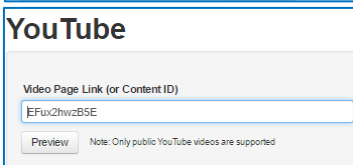
➤ **Option 4: YouTube** (link to YouTube video)

It is easiest to first go to YouTube, click Share, and copy the video page link.

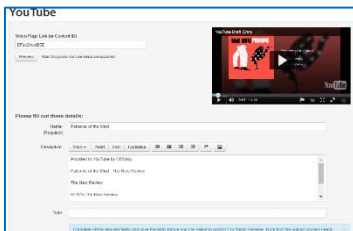


Select **YouTube**.

Paste the video's page link in the box. Select **Preview** to view the recording.

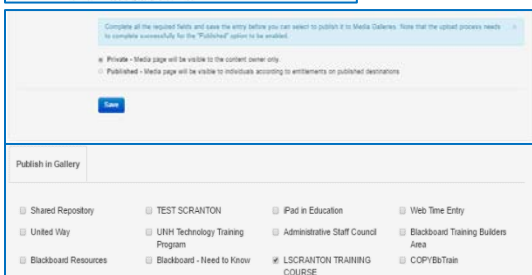


Verify the link information and/or make changes and select **Save**.



Select the button next to **Published**.

From the Publish in Gallery section, select the check box next to the course(s) to which you want to add the media. then click **Save**.



Now you can create the Mashup (see instructions under Media Upload).

➤ Option 5: Video Quiz (in-video quiz)



Select **Video Quiz**. The Media Selection window opens. In the Media Selection window, click **Select** next to the desired video.



After you select the video, MediaSpace automatically loads the video and opens the Quiz Editor's *General* window.

The IVQ Editor consists of 3 main parts:

Settings Pane on the right side consists of the General Window and the Experience Window - for defining various settings for the specific quiz.

Video Player on the left side - for playing back the video and adding a question at a specific point in time.

Timeline at the bottom - shows the questions on the timeline as they form.

Define Quiz Parameters – General Window

In the Quiz Editor's *General* window, **define** the following information:

Quiz Name – Give your quiz a name that will be easily remembered and that is based on the video subject name.

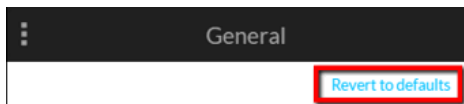
The quiz name default is the entry name it was based on followed by the word "- quiz".

Welcome Message – Use this box to add a message to the quiz window welcoming your users. You can keep the default message that appears in the Quiz Editor, or write your own message. Leave the text box blank if you do not want a message to appear.

In-Video tip – Check this box if you want the default tip text to appear, as illustrated. Important to note that indeed all questions must be answered before the quiz can be submitted. Partially answered quizzes are not accepted by the system, so it is advisable to let your audience know that.

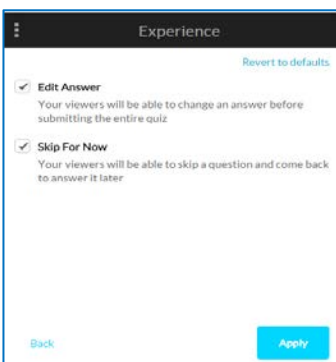
Question List – Check this box if you want to provide your users a downloadable list of the quiz questions that they can review before viewing the video. Uncheck the box if you do not wish to provide a list of the questions.

Click **Apply** to save your changes.



If you make changes and then decide you prefer the default settings, click **Revert to defaults** to reinstate the default values.

Define the User Experience Parameters - Experience Window



After you apply your changes in the *General* window, the Quiz Editor's *Experience* window opens.

Configure the Experience window to define the user experience during the quiz, including the following:

Edit Answer – check this box if you want your audience to be able to edit (change) their answers before submitting them.

Skip for Now – check this box if you want to allow your audience to skip a question and answer the question later. If you want to return to the previous window, click **Back** to return to the General window.

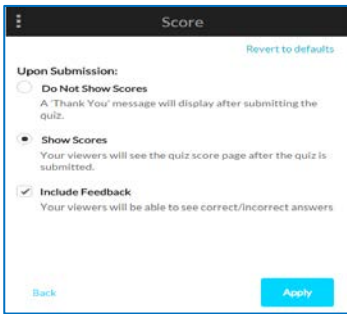
Click **Apply** to save changes. Click **Revert to defaults** to reinstate the default settings.

To Define Score Parameters - Score Window

After you apply your changes in the Experience window, the Quiz Editor's Score window opens.

Define the score parameters when the user submits the quiz, including the following:

Do Not Show Scores – enable this radio button if you do not want to show scores.



Show Scores – enable this radio button if you want your users to be able to view their scores.

Include Feedback – check this box if you want your users to be able to see correct and incorrect answers. This feedback is presented with the score after the quiz is submitted and NOT after each question that was answered.

Click **Apply** to save your changes.

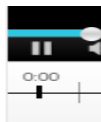
If you want to return to the previous window, Click **Back** to return to the Experience window. If you make changes and then decide you prefer the default settings,

click **Revert to defaults** to reinstate the default values.

To Create Quiz Questions and Answers - Add Questions Window



After you apply your changes in the Scores window, the Quiz Editor's Add Questions window opens.

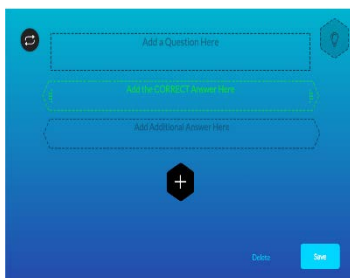


To add a question, watch the video and press **Pause** where you wish to insert a question. The player screen appears as follows:

Press the **+** button in the center of the screen to add a question.



Enter your question where indicated on the player's question screen.



Enter the correct answer where indicated on the player's question screen. It indicates it with text and also with **green** color. Every question in the IVQ has only 1 correct answer.

Add the additional answer (the wrong answer) where indicated on the player's question screen.

For each additional answer, click the **+** button to open another answer box.

Click **Save** at the bottom side of the question screen to save your question and answers.

To Add a Hint or Why



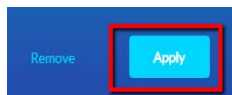
A hint contains additional information the user can choose to see while answering the question. It does not affect the score or any other behavior or parameter of the IVQ.

To add a hint, press the light bulb button at the top right of the player's question screen.

The light bulb button opens two options: Hint and Why.



Press the Hint button to open the Hint text screen. Enter your hint in the text box.



Click **Apply** at the bottom right of the screen to save the hint and return to the question screen.

Click **Remove** to delete the hint text and return to the question screen.



After you add a Hint a small 'V' icon is added on the hint button.

When you return to the question screen, click **Save** to save the hint with the question and exit the question.

Don't forget to shuffle the answers – click/hold/drag answers to reorder.

You can add and edit as much as you like.

It is not recommended to use "all of the above" and "none of the above" as wrong-answer options.

It is highly recommended that you place your final question at the end of the video. Placing the final question at the end keeps the user engaged until the video topic is completed.

Now you can create the Mashup (see instructions under Media Upload).

Updated July 25, 2016

Contact for additional assistance using any UNH system:

Lisa Scranton lscranton@newhaven.edu 203.932.7485 or Louise Franco lfranco@newhaven.edu 203.932.7392