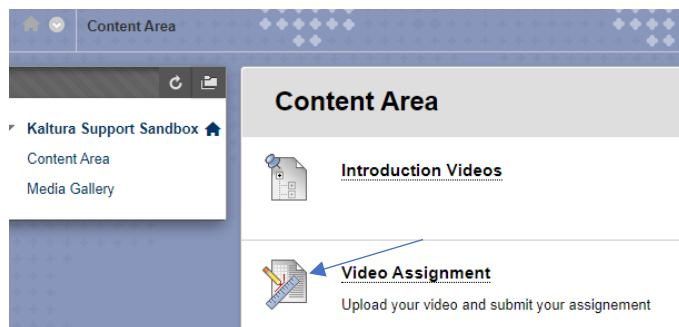




Kaltura

How to embed a video into an assignment in myCourses

Step 1. Navigate to the assignment.

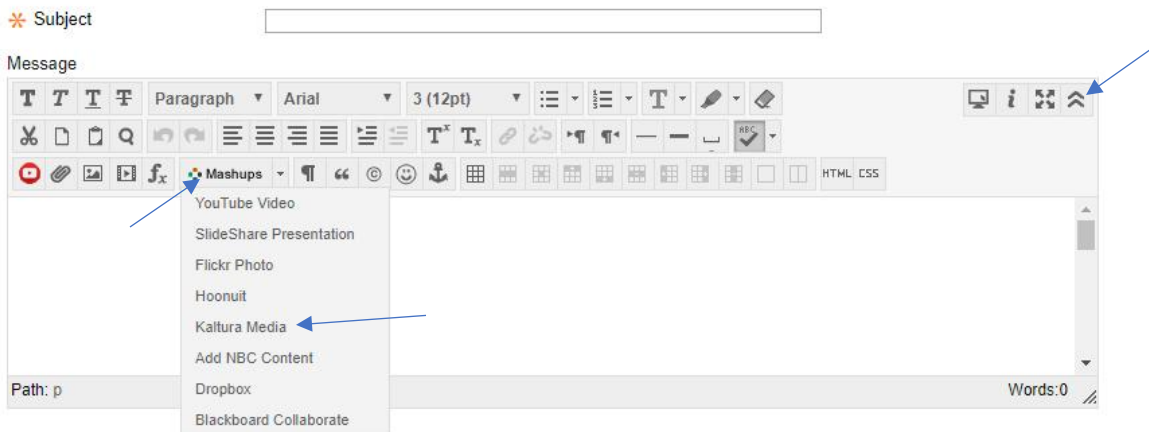


Step 2. Click on “Write Submission” to open the text box.



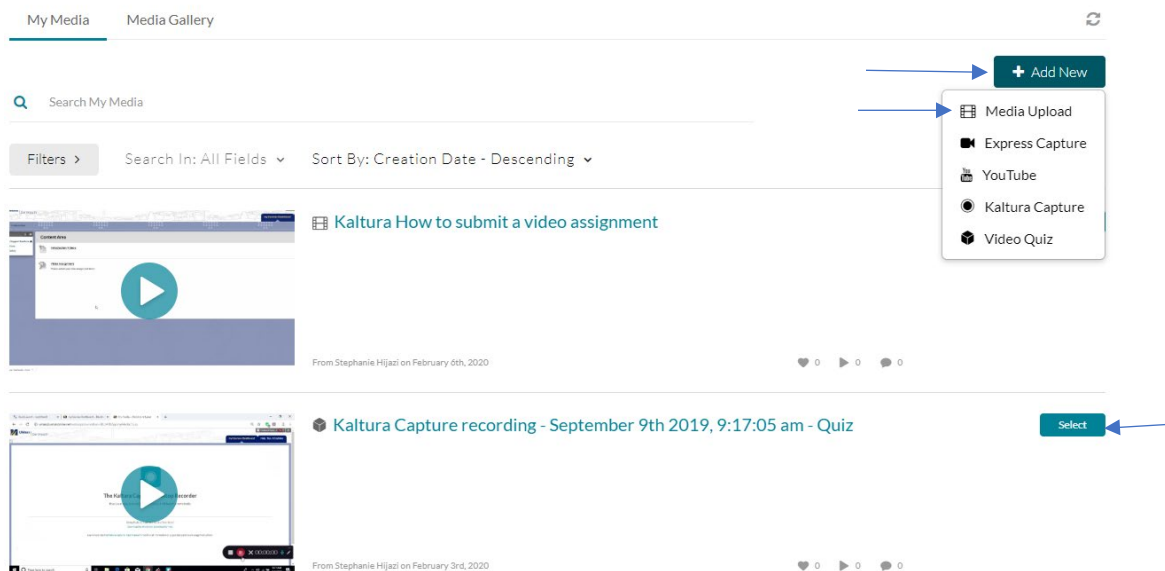
In the Text editor click on “Mashups” and choose “Kaltura Media”.

MESSAGE



If you cannot see the entire Text editor screen or you don't see Mashups click on the two double arrows on the upper right hand of the editor.

Step 3. From here, the My Media window appears. If you haven't added any videos yet, this area will be blank. You can select an already uploaded video or add a new one. To select a video already in your My Media, click "Select" or you can upload a new video by clicking "Add New" and "Media Upload".



If you are required to use the Kaltura Capture Software to record a presentation, please create that video first and then follow these steps to submit your video. For more

information on the Kaltura Capture software, we recommend reading our guide on [How to Install and Use Kaltura](#).

Step 4. Either drag and drop a file or click “Choose a file to upload”.



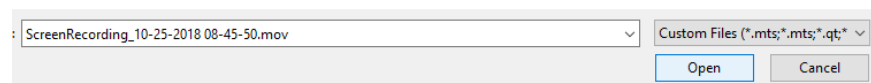
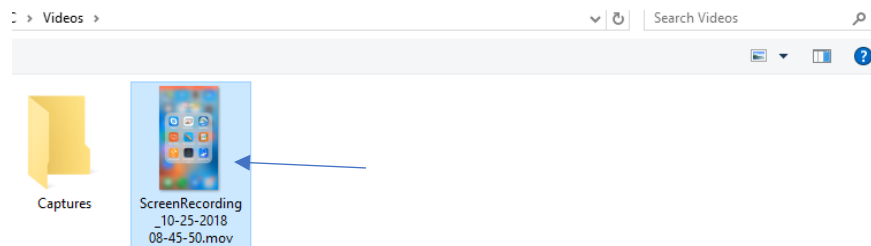
Drag & Drop a file here

or

+ Choose a file to upload

All common video, audio and image formats in all resolutions are accepted.

Step 5. If you selected “Choose a file to upload”, select the video and click “Open”



Step 6. While the video uploads, one can change the name of the file, give it a description and tag it. When finished click “Save and Embed”.

Back

Save and Embed

Upload Media

Upload Completed! Complete the required information for the uploaded media below.

Please fill out these details:

Name (Required): Introduction

Description: Black Bold Italic Underline [bulleted list] [numbered list] [link] [image] [video]

Enter Description...

Tags: [] []

Presenter Name: []

Presentation Date: []

Save

The yellow area is where your video will appear once selected from MyMedia. If you would like to add any additional text you can add it before or underneath the embedded video. Then, click "Submit"

MESSAGE

* Subject: Introduction

Message

Format: Arial 3 (12pt)

[Rich Text Editor Icons]

[Yellow Video Placeholder Area]

Path: div > div.hide-icon hidden Words 20

ATTACHMENTS

Click **Save Draft** to save a draft of this message. Click **Submit** to submit the post. Click **Cancel** to quit.

Cancel

Save Draft

Submit