



Add Kaltura Media to Blackboard Course Content Area

Use the Kaltura Media Tool in your Blackboard course to upload any videos, audio files and images that you create.

Steps to Follow

1. Log into Blackboard and navigate to the content area you would like to add your Kaltura Media.
2. Point the cursor to **Build Content** and **select Kaltura Media** from the menu (Figure 1)

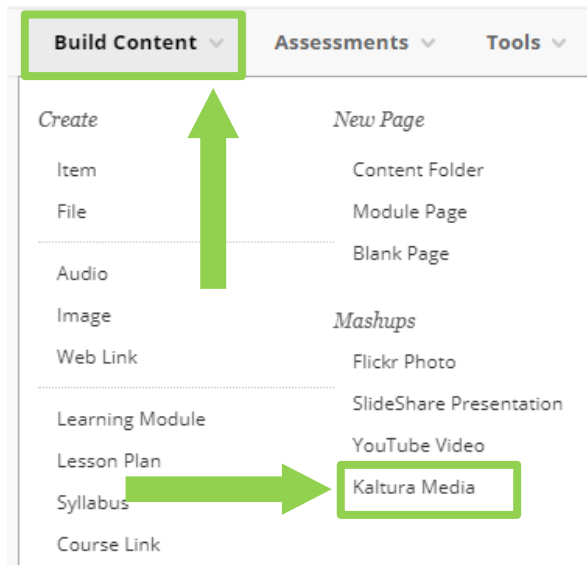


FIGURE 1

3. On the page that displays, **click the Add New** button (Figure 2)



FIGURE 2

4. **Select Media Upload** to upload a video that you have already created (Figure 3)

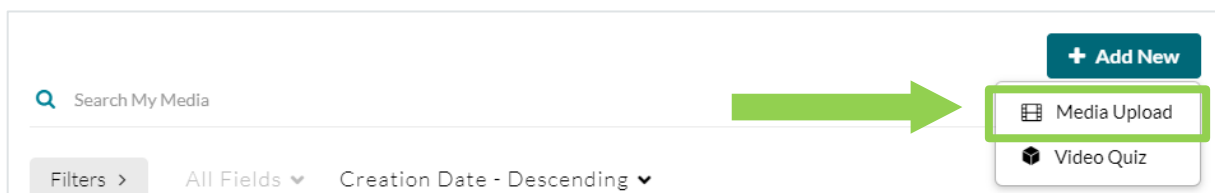


FIGURE 3



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5. Click the **Choose a file to upload** button. Browse your computer for the video, audio or image file you want to add. Once you have selected the file, **click Open** or drag your file right into the cloud (Figure 4).

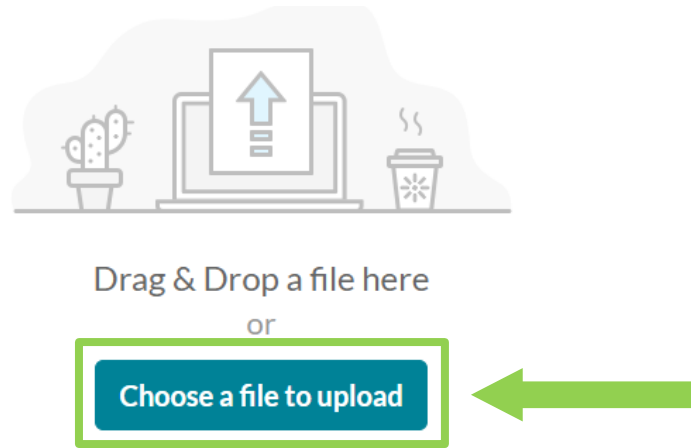


FIGURE 4 All common video, audio and image formats in all resolutions are accepted.

6. A progress bar will display. When it says, **“Upload Completed,”** type a Name into the Name box. You can either leave the name that auto-fills the box or modify it. The other fields are optional. **Click the Save** button (Figure 5).

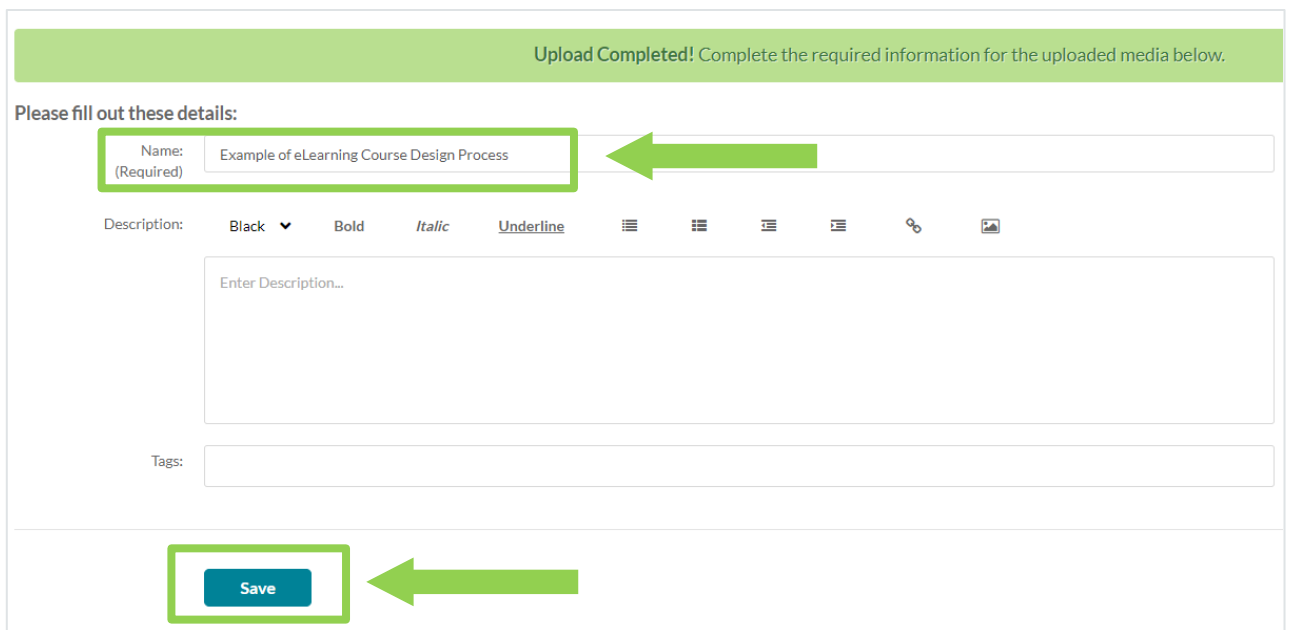


FIGURE 5



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7. **IMPORTANT STEP:** Click the **Save and Embed** button. The step above just loaded the file into Kaltura. It did not add a link for the video into your course.

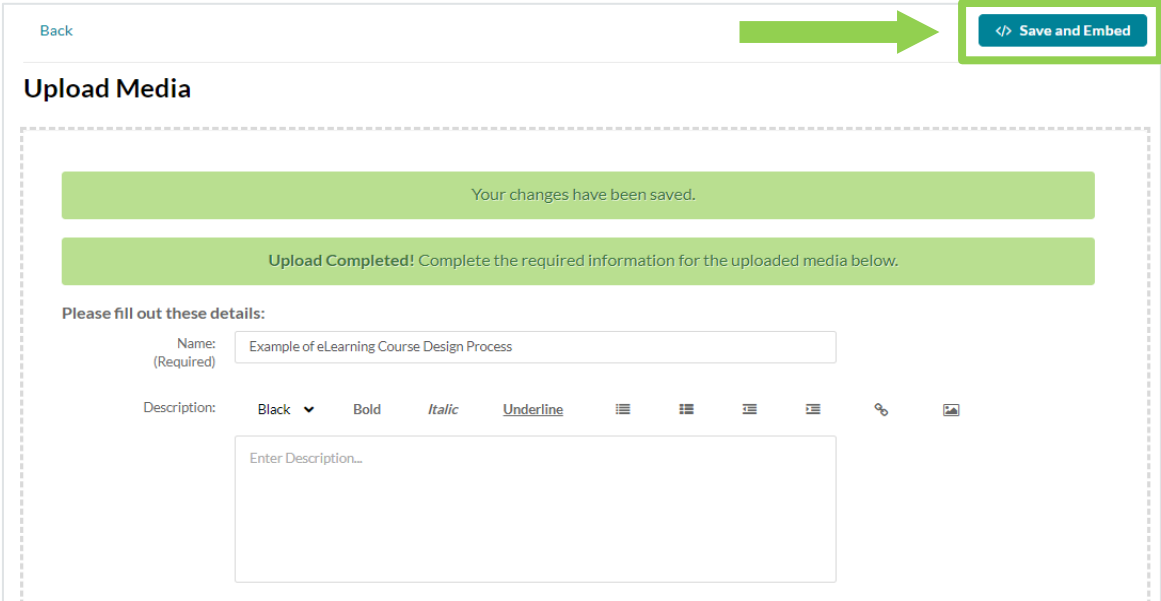


FIGURE 6

8. You will now be presented with the Create Mashup Item page. This is the page that will create the link to the video or image you have uploaded. **Enter a title**, which may be the same name you labeled the video in step 6 above. You can enter a description and change the other settings if you wish. You probably will want to leave them as-is. **Click the Submit** button (Figure 7).

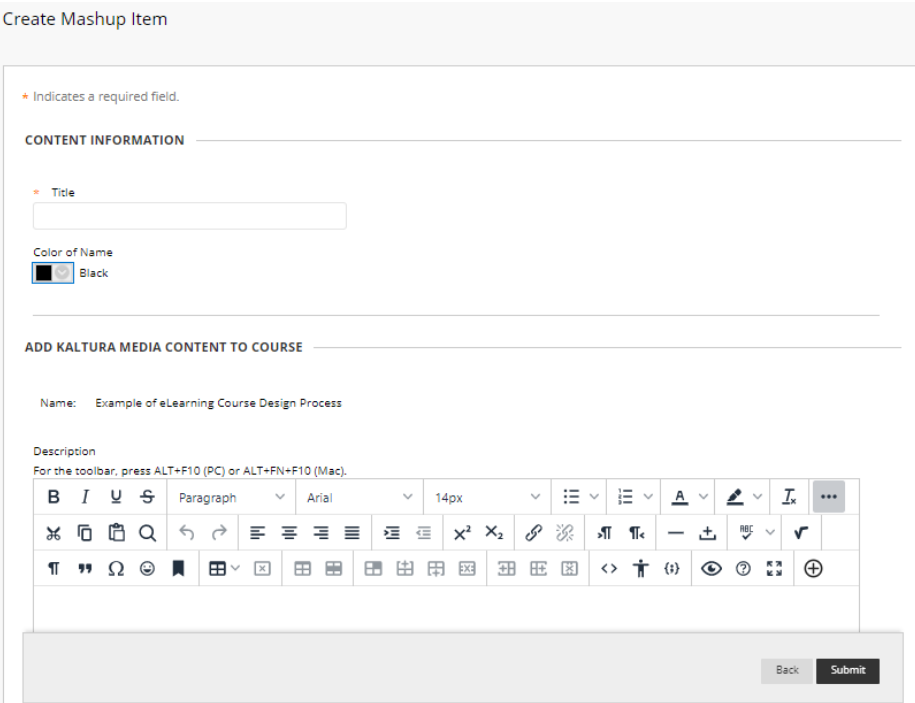


FIGURE 7