

# How To!

Prepared by

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Caledonia  
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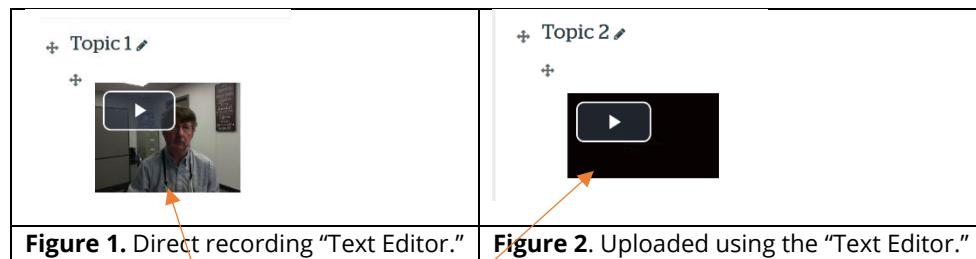
## Retrieving Videos from Moodle (4 types)

**NOTE... USE Firefox... chrome does not have the dropdown options**

In this "How To" we will describe how to retrieve videos that were loaded directly into Moodle and the Moodle server.

The goal is to reduce course file sizes on the Moodle server, improve video playback quality and improve overall Moodle maintenance efficiency by moving videos to Kaltura.

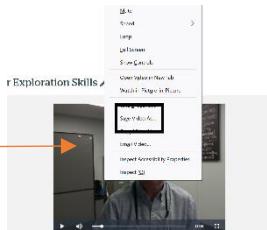
### Videos recorded directly into Moodle or embedded in Moodle text editor.



Figures 1 & 2 are simplest to remove. The video's storage area is not accessible so we will use the browser's "Save Video As" capability.

**1. Roll your mouse onto the video thumbnail.**

**2. Right click mouse.**



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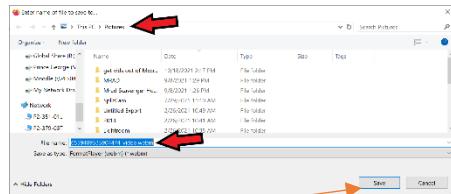
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**3. Choose “Save Video As” from the drop down menu.**

**5. Choose the folder you’ll save the videos in.**

**6. Rename the file for easy identification.**

**7. Click “save.”**



**Videos uploaded as a file / folder or hyperlinked.**

assignment	+ Topic 3
Watch the video! <a href="#">Click Here!</a>	+  a File Video

**Figure 3.** Video files linked to words.  
(Hypertext)

**Figure 4.** Videos uploaded as a File or Folder Resource.

Retrieving Hypertext Videos.

Figure 3. is a hyperlink created in the “Text Editor”. As the “Text Editor” is part of many “resources” in Moodle hyperlinks like this could appear in labels, pages, books, and quizzes. Moodle has different versions of “Text Editors” but the process is the same.

- 1. Turn Editing on in your course.**
- 2. Navigate to the section containing the hyperlink.**
- 3. Open the text editor for that section.**

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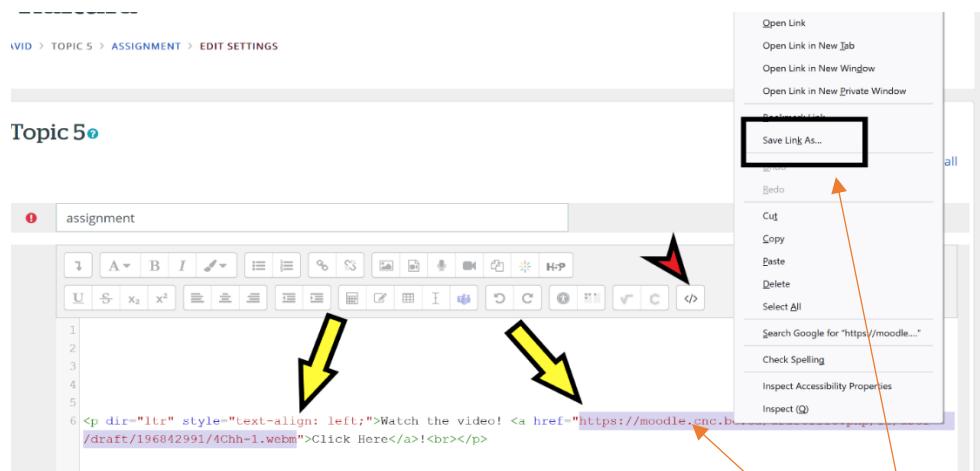
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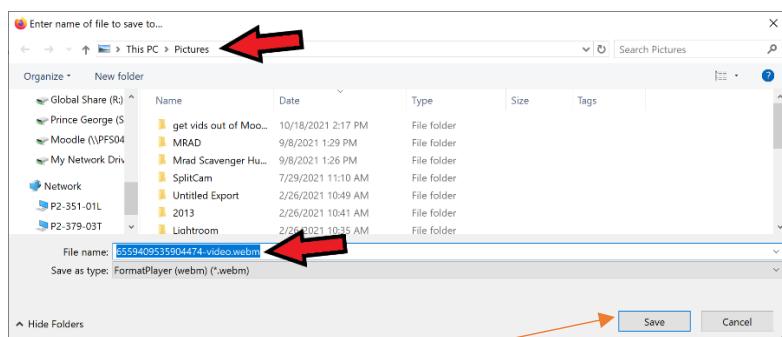
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## 4. Click on the </> icon. You may have to expand the editor's menu.



## 5. Find and highlight the “ur”l as in the picture above. Include everything within the quotation marks.



## 9. Rename the file for easy identification.

## 10. Click “Save”

## 6. Right click the highlighted area.

## 7. A menu will drop down, click on “Save Link as.”

## 8. Choose the folder into which the file will go.

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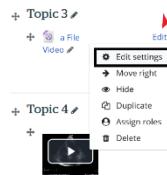
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- The film reel or folder icon indicates a video file directly loaded into Moodle as a video file or as a video file into a folder. Note: a folder can hold documents as well.

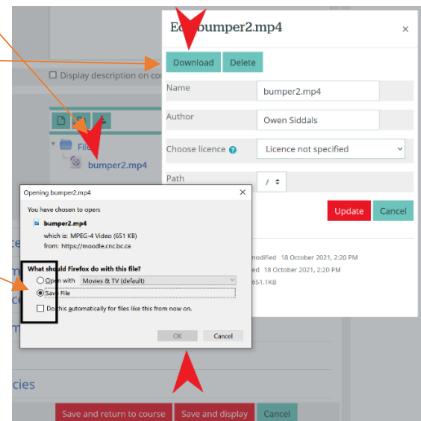
## Retrieving a Video File.



1. Turn editing on
2. Click on "Edit Settings" this opens the settings page.
3. Click on the blue hyperlink in the file / folder field.

4. Click on "Download" in the properties window.
5. Choose "Save file".
6. Click OK.

The video will download into your "Downloads" folder on your computer.



## Retrieving Videos from a Folder.



1. Right click on the folder in your course content section.
2. Choose the Download folder option.
3. In the window that opens choose "Save file."
4. Click OK.

The folder downloads into your "Downloads" folder as a zip file.

Refer to the next handout in this series on uploading videos into Kaltura.



More Questions? email [ctl@cnc.bc.ca](mailto:ctl@cnc.bc.ca)

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