

## **Instructor's Guide: Using Kaltura within Moodle**

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Compilation of Kaltura Knowledge site information.

Note: Some features may not be available.

October 2021

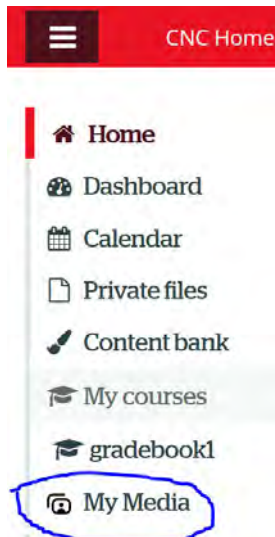
# My Media

Last Modified on 01/07/2021 7:52 pm IST

This article describes how to work in My Media in Moodle.

## To access My Media

In Moodle My Media is found in the left hand column on the main page and in your course.



If you do not see this column click on the three horizontal lines to toggle the column open.  
Click on My Media to open your account. Clicking on My Media opens your account.


My Media displays. (next page) If you have uploaded media, or if you have been added as a collaborator on media, media is shown on this page. If you have not uploaded any media, see [My Media - Upload/Add Media \(https://knowledge.kaltura.com/help/my-media---uploadadd-media\)](https://knowledge.kaltura.com/help/my-media---uploadadd-media) for instructions on doing so.

## My Media

Search in My Media

Filters > Search In: All Fields > Sort By: Creation Date - Descending > ACTIONS >

Select All




01:07:59

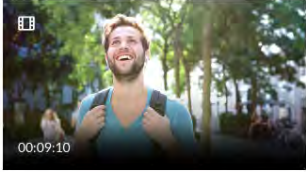
**Introduction - Leadership Succession Program - Lesson 01**

By studying the movement and bodies of insects such as ants, Sarah Bergbreiter and her team build incredibly robust, super teeny, mechanical versions of creepy crawlies ... and then they add rockets. See their jaw-dropping developments in micro-robotics, and hear about three ways we might...

Private

Owner • Updated 2 days ago    ❤️ 120    ▶ 1,052    💬 5






00:09:10

**Identifying High Potentials**

Case Study Presentation media CTO, Internet Broadcasting; Nina Kelly-Rumpff, Program Manager, Knowledge Media Management, SAP; Andrew Page, Manager, Video Collaboration news is most...

Published

Co-Publisher • Updated 10 Days ago    ❤️ 32    ▶ 120    💬 3




My Media display for KAF users:

## My Media

Search My Media

Filters > Search In: All Fields > Sort By: Creation Date - Descending > Add New > ACTIONS >





05:34

**HD1080**

Private

Owner • on December 24th, 2020    ❤️ 0    💬 0






00:27

**Kaltura Capture recording - December 21st 2020, 11:09:23 am**

Published

Owner • on December 21st, 2020    ❤️ 0    💬 0



**NOTE:** If you cannot access My Media content/actions, ask your KMS or KAF administrator to give you the required permission.

### To set the My Media display

Select how you would like the content displayed by clicking one of the three buttons (Collapsed, Detailed, or Table View):



### Collapsed View

#### My Media



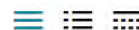
Search My Media



Filters >

Search In: All Fields

Sort By: Creation Date - Descending



Add New

ACTIONS



HD1080



Kaltura Capture recording - December 21st 2020, 11:09:23 am



### Detailed View :

#### My Media

Search in My Media

Filters >

Search In: All Fields

Sort By: Creation Date - Descending



ACTIONS

Select All



#### Introduction - Leadership Succession Program - Lesson 01

By studying the movement and bodies of insects such as ants, Sarah Bergbreiter and her team build incredibly robust, super teeny, mechanical versions of creepy crawlies ... and then they add rockets. See their jaw-dropping developments in micro-robotics, and hear about three ways we might...

Private

Owner • Updated 2 days ago 120 1,052 5



#### Identifying High Potentials

Case Study Presentation media CTO, Internet Broadcasting; Nina Kelly-Rumpff, Program Manager, Knowledge Media Management, SAP; Andrew Page, Manager, Video Collaboration news is most...

Published

Co-Publisher • Updated 10 Days ago 32 120 3



### Detailed View

## My Media



Search My Media

Filters > Search In: All Fields > Sort By: Creation Date - Descending >



Add New >

ACTIONS >



HD1080



Private

Owner • on December 24th, 2020



Kaltura Capture recording - December 21st 2020, 11:09:23 am



Published

Owner • on December 21st, 2020

## Table View

### My Media

Search In My Media

Filters > Search In: All Fields > Sort By: Creation Date - Descending >

ACTIONS >

TITLE	ID	TYPE	SCHEDULING	TAGS	PUBLISHED IN	UPDATED AT	ACTIONS
Introduction - Leadership Succes...	0_ratf88br		Active	Videos	Kaltura Tutorial...	20.10.2019	
Identifying High Potentials	1_begokpjf		Upcoming	Admin	KMS Admin	13.09.2019	

**NOTE:** The blue boxes to the right of line items indicate the presence of additional content. If desired, click on the blue box and the information is expanded as follows:

### My Media

Search in My Media

Filters > Search In: All Fields Sort By: Creation Date - Descending ACTIONS >

TITLE	ID	TYPE	SCHEDULING	TAGS	PUBLISHED IN	UPDATED AT	ACTIONS
Introduction - Leadership Succes...	0_ratf88br	Video	Active	Videos Leadership Kaltura Marketing Hide ^	Kaltura Tutorials KMS Admin All Videos Kaltura Overview Video Guide Lecture Class Room 1 Kaltura... Test KMS 2020 Hide ^	20.10.2019	View Edit Delete
Identifying High Potentials	1_begokpjf	Image	Upcoming	Admin	KMS Admin	13.09.2019	View Edit Delete

Table View:

### My Media

Search My Media

Filters > Search In: All Fields Sort By: Creation Date - Descending Add New ACTIONS >

TITLE	TAGS	PLAYS	UPDATED AT	PUBLISHED IN	ACTIONS
HD1080		2	December 24th, 2020		View Edit Delete
Kaltura Capture recording - Decembe...		0	December 23rd, 2020	KAF_Global_Channel	View Edit Delete

My Media lists previously uploaded media. From here, you can:

- [View media](https://knowledge.kaltura.com/help/view-media-in-mediaspace) (https://knowledge.kaltura.com/help/view-media-in-mediaspace)
- [Edit metadata](https://knowledge.kaltura.com/help/edit-media-metadata) (https://knowledge.kaltura.com/help/edit-media-metadata) or [delete the media](https://knowledge.kaltura.com/help/delete-entry) (https://knowledge.kaltura.com/help/delete-entry)
- [Select a thumbnail](https://knowledge.kaltura.com/help/set-and-modify-thumbnails) (https://knowledge.kaltura.com/help/set-and-modify-thumbnails)
- Publish media. (See [Publish Media in MediaSpace](https://knowledge.kaltura.com/help/workflows-8b372eb-publish-media) (https://knowledge.kaltura.com/help/workflows-8b372eb-publish-media) and [Publish Media in KAF](https://knowledge.kaltura.com/help/publishing-media) (https://knowledge.kaltura.com/help/publishing-media).)
- Create a playlist, add media to a playlist, or remove media from a playlist. (See [Create and Add Media to a Playlist](https://knowledge.kaltura.com/help/create-and-add-media-to-a-playlist) (https://knowledge.kaltura.com/help/create-and-add-media-to-a-playlist).)
- Manage playlists. (See [Manage Playlists](https://knowledge.kaltura.com/help/manage-playlists) (https://knowledge.kaltura.com/help/manage-playlists).)
- [Share and embed Media](https://knowledge.kaltura.com/help/sharing-and-embedding-media) (https://knowledge.kaltura.com/help/sharing-and-embedding-media)

# Upload Media From Your Desktop

Last Modified on 05/08/2020 10:11 pm IDT

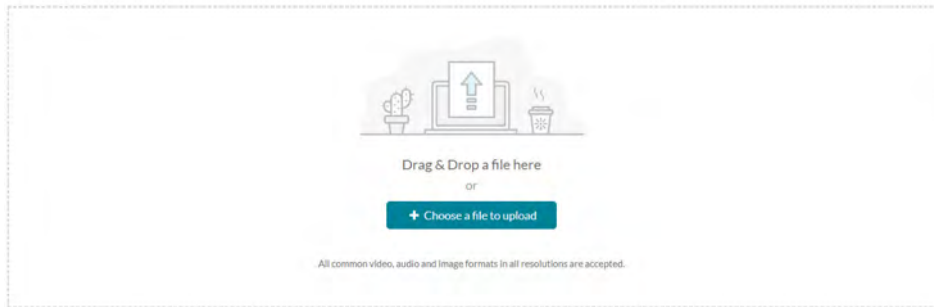
This article describes how to upload media from your desktop.

## ☰ To upload media from your desktop

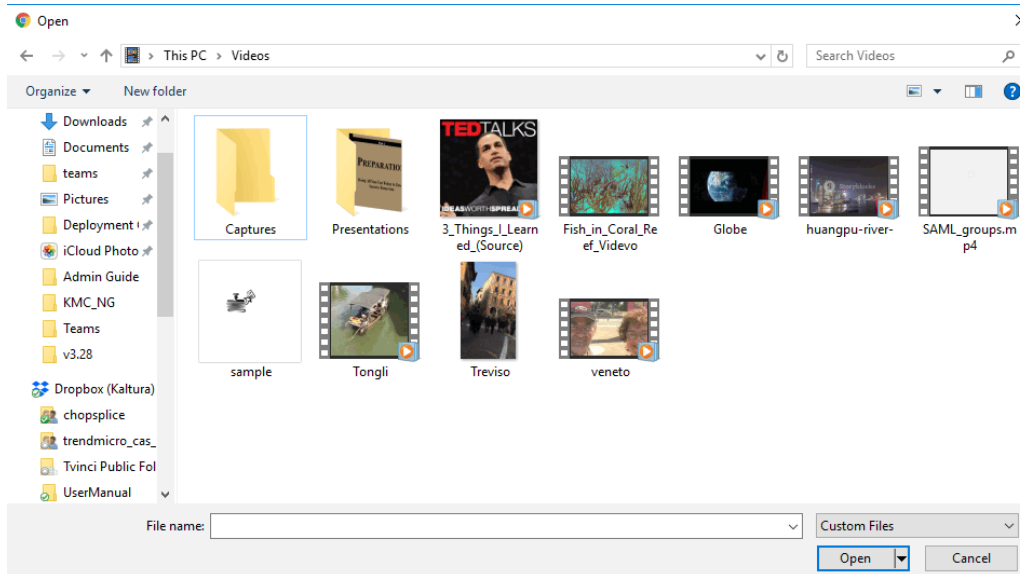
1. Select Media Upload from the Add New drop down menu.

The Upload Media page is displayed.

### Upload Media

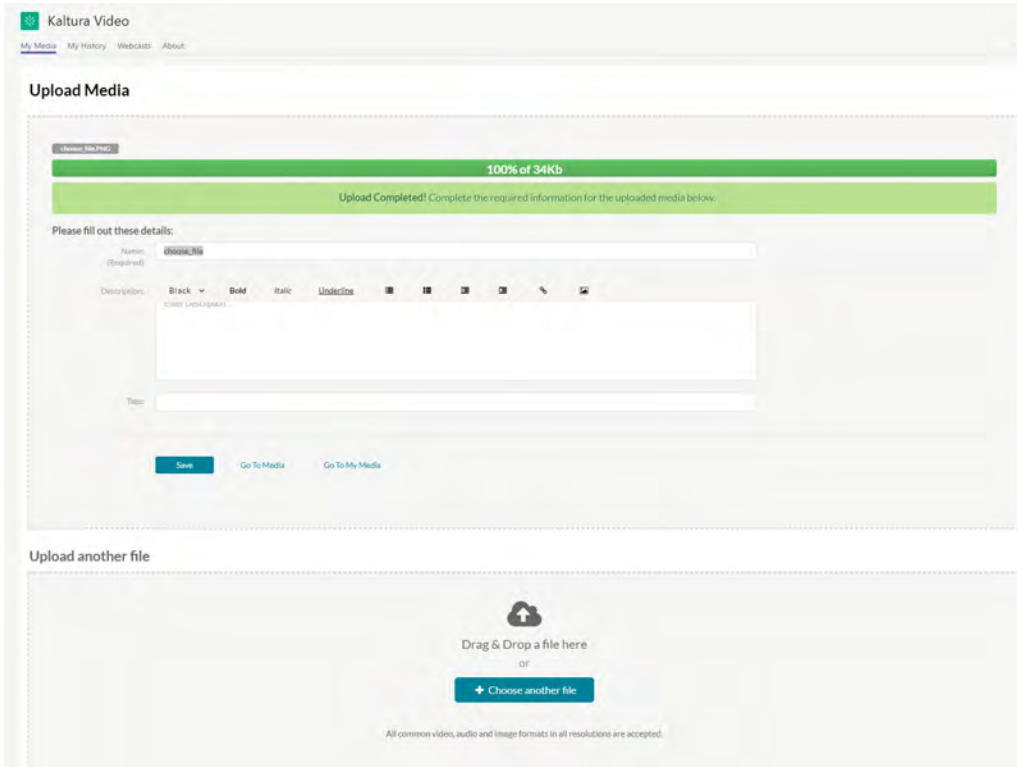


2. Drag and drop your file or select Choose a file to upload.



3. Select a media file to upload and click Open.
4. While the file is uploading, on the Upload Media page you can:

- Enter metadata information about the media.
- Click Cancel to cancel the upload.



- Click Choose another file to upload additional files.

To view the media page when uploading is complete, select My Media from the User drop down menu or access the My Media tab on your application.

**NOTE:** After a video or audio is uploaded, it is converted for optimal playback. You cannot preview or publish a video during conversion.



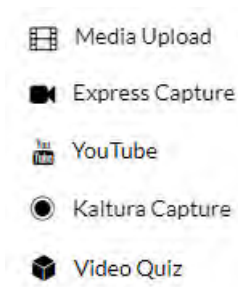
# Kaltura Express Capture

Last Modified on 10/19/2020 3:15 pm IDT

Kaltura Express Capture enables recording content directly from the browser without the need to install any additional software. Kaltura Express Capture is now available for all KMS and KAF instances. A new Big Red Button has been added to the Kaltura Capture suite to enable you to add content from your Webcam Recorder to My Media (KAF applications.) The Kaltura HTML recorder allows you to use your webcam or audio devices to record video and audio entries directly from your browser. (

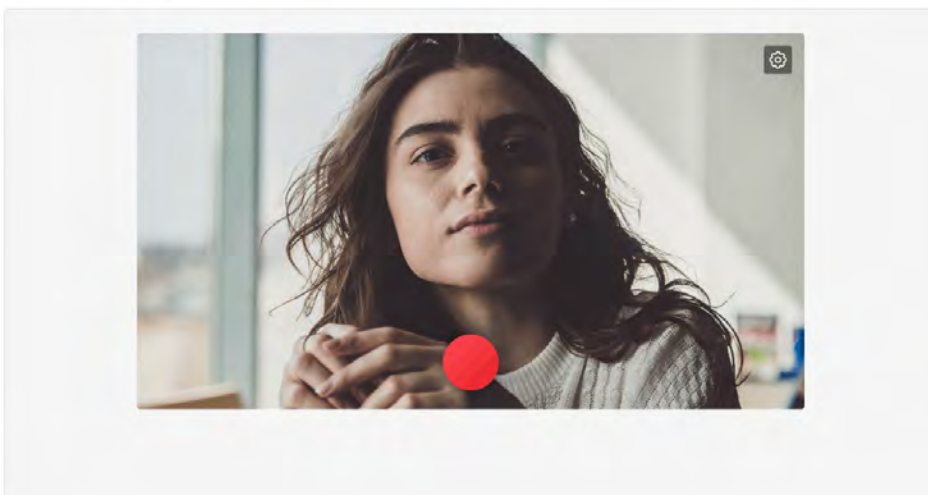
## To create media using your Webcam Recorder and/or Microphone

1. Select Express Capture from the + Add New drop down menu.



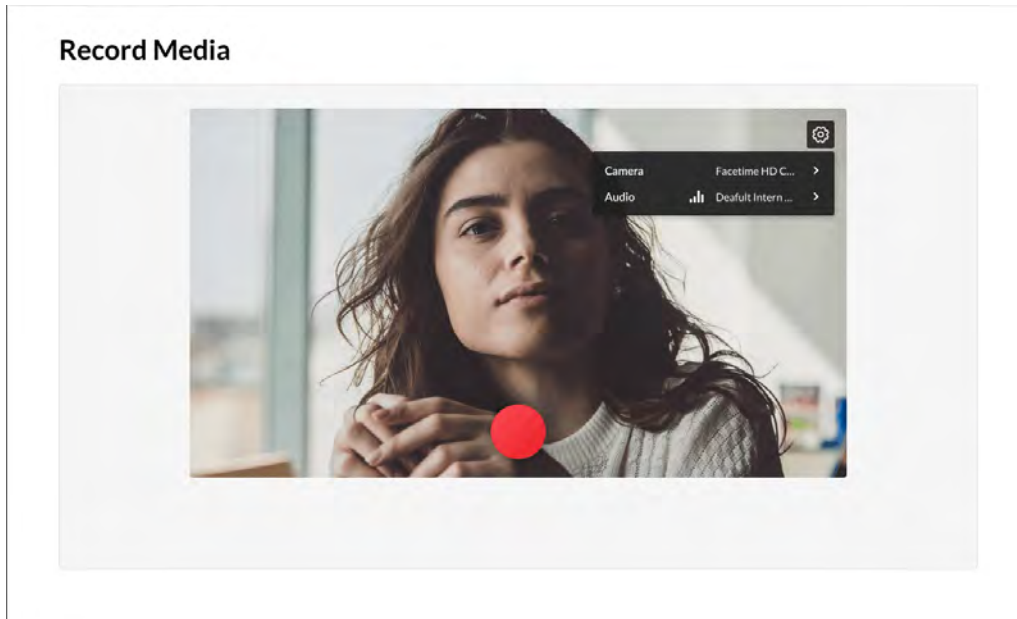
The Record Media page is displayed.

### Record Media

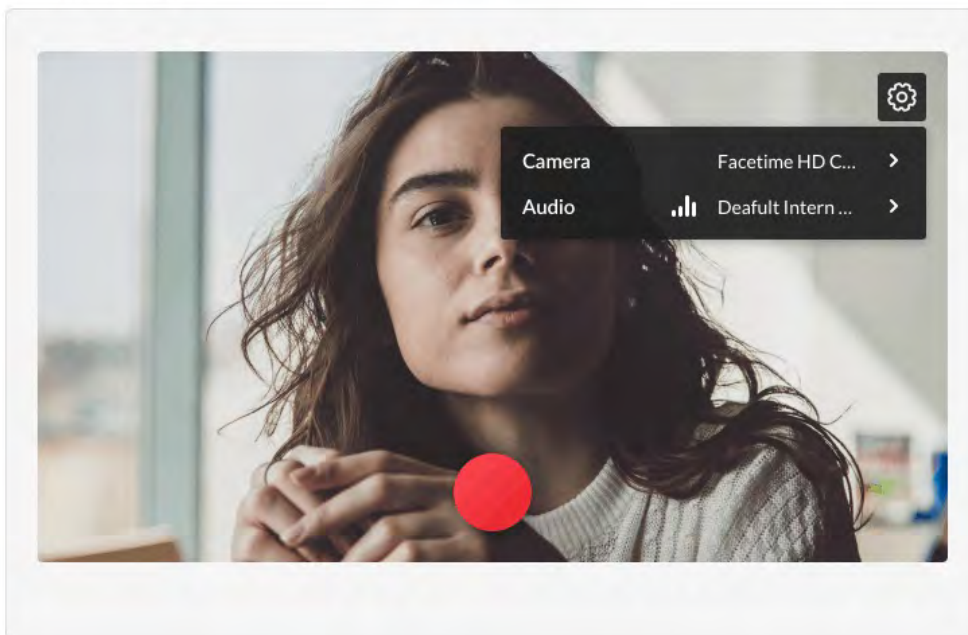


2. (Optional) Set the Camera or Audio Settings. The default settings are your personal computer's webcam and audio device.

- a. Click the Settings icon to select the source camera (if you have multiple cameras) or audio device (if you have multiple audio devices) and to turn the camera/audio on/off.

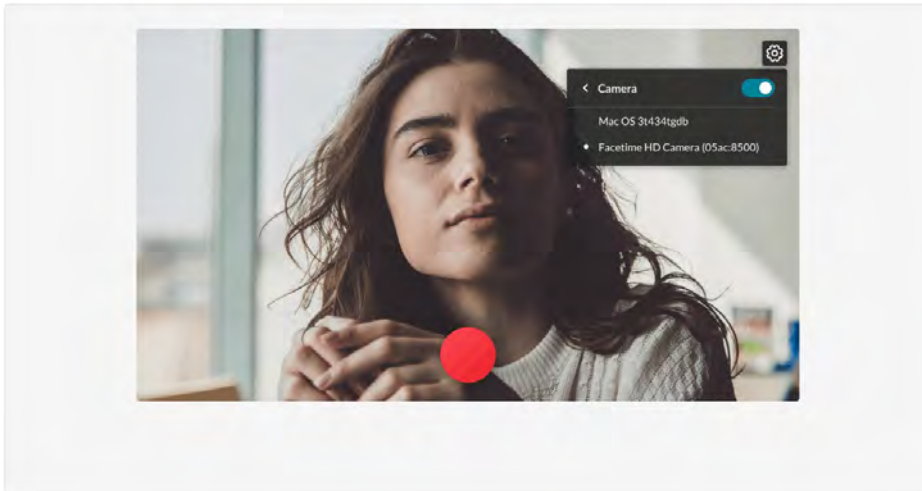


**Record Media**



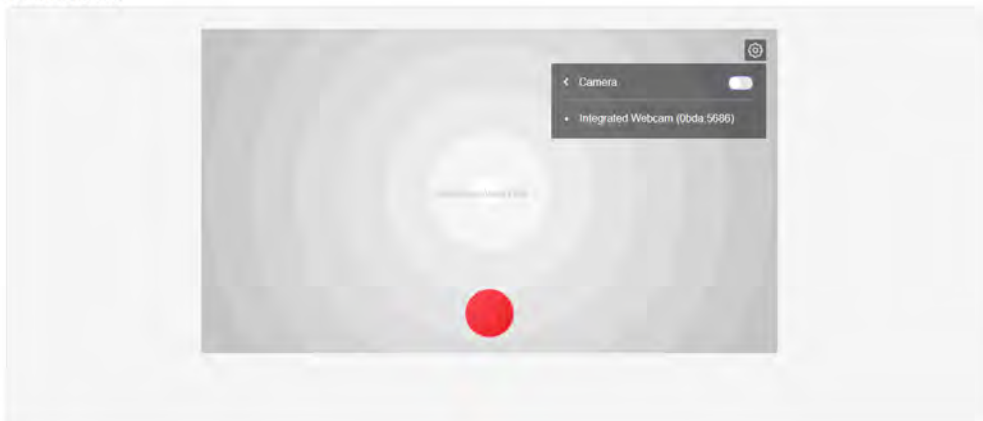
- b. Click on the arrow next to the camera to display the available cameras and the on/off toggle for the camera.

### Record Media

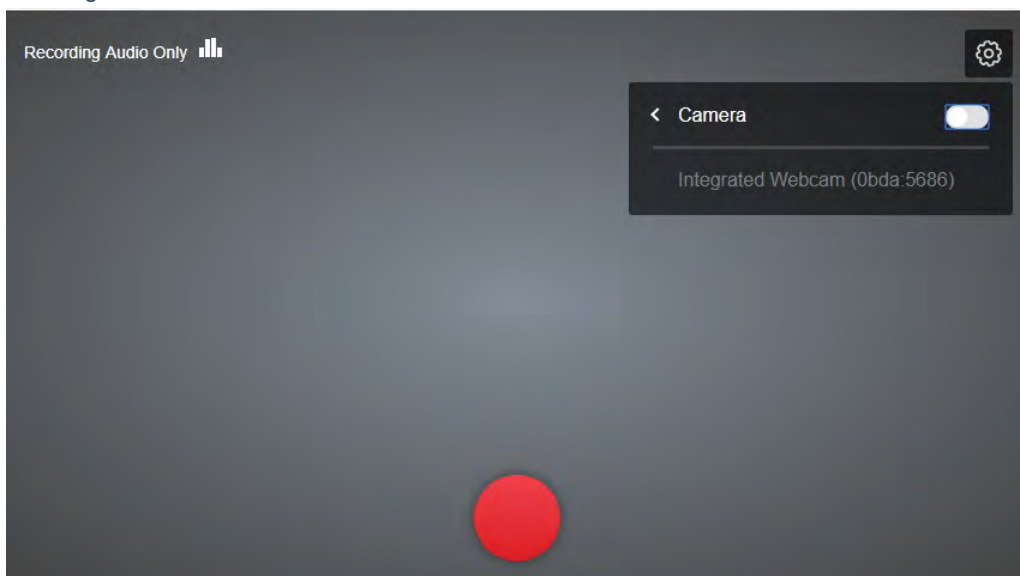


- c. Select the camera type.
- d. Toggle the camera off if you want to create an audio only recording.

### Record Media



- e. The following screen is displayed indicating that you are recording Audio only. Click the red button to start recording.



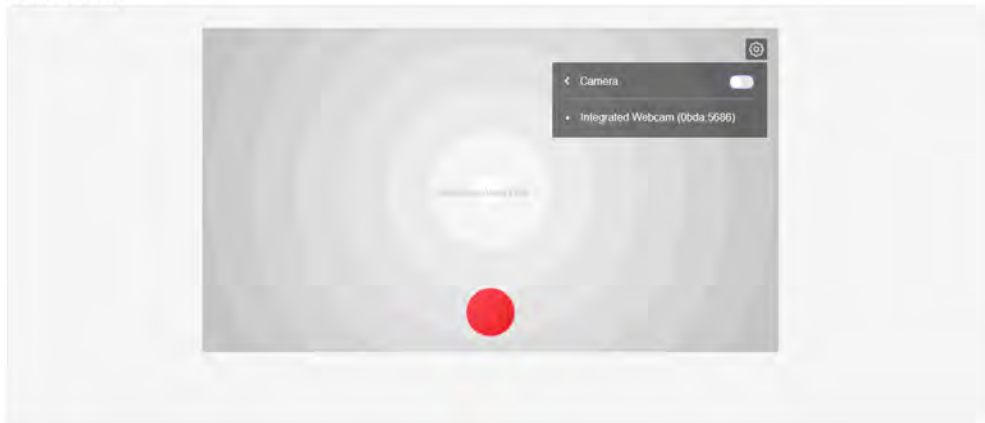
The audio indicator is displayed while you are recording audio only.

#### Record Media



- f. Toggle the audio off if you want to create a visual only recording.

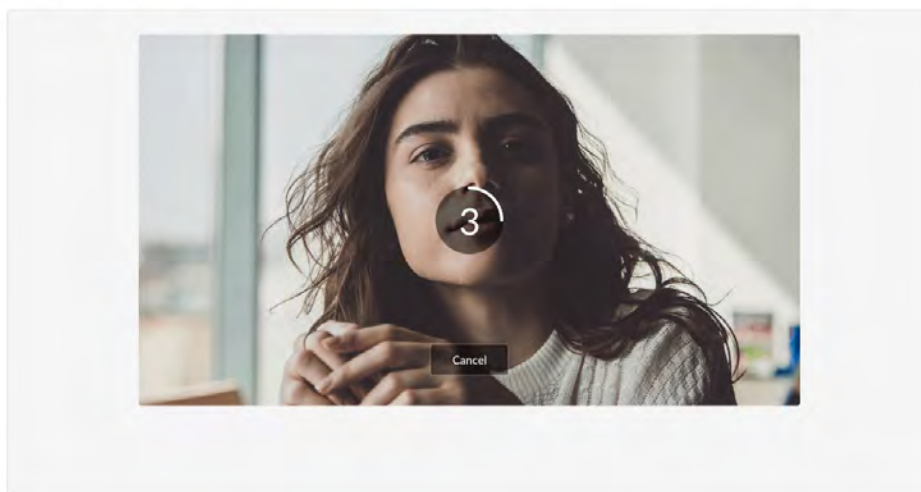
#### Record Media



Both the camera and audio may not be turned off at the same time.

3. Click the Record button to begin your recording. A three second countdown window is displayed.
4. Start Recording.

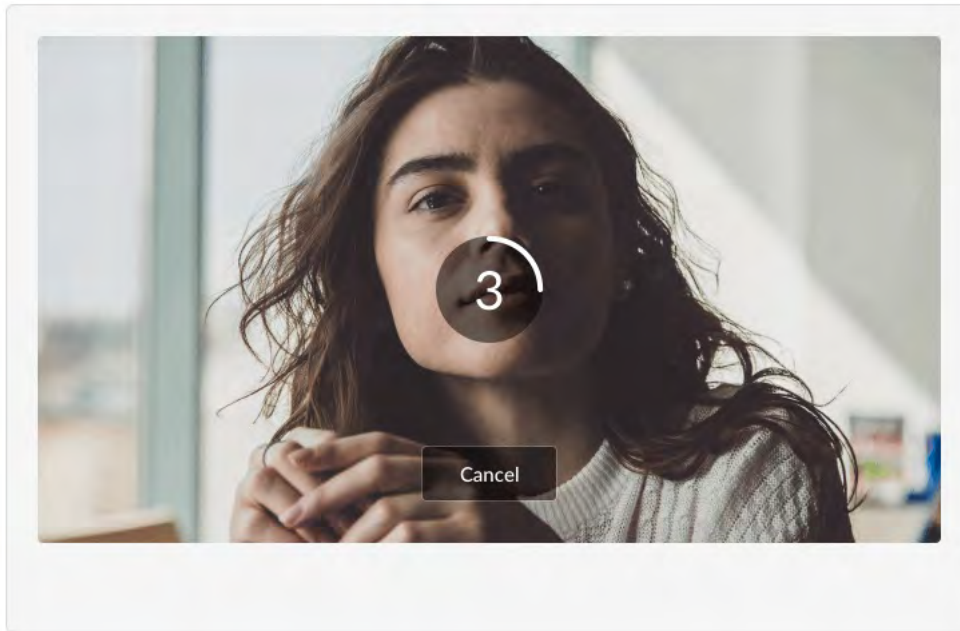
#### Record Media



For KAF applications the screen is displayed as follows:

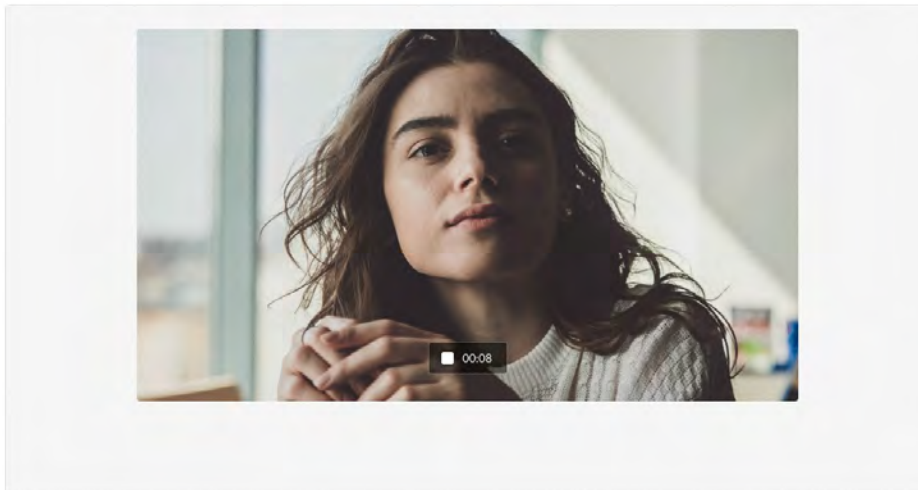
[Back](#)[Save & Embed](#)

## Record Media



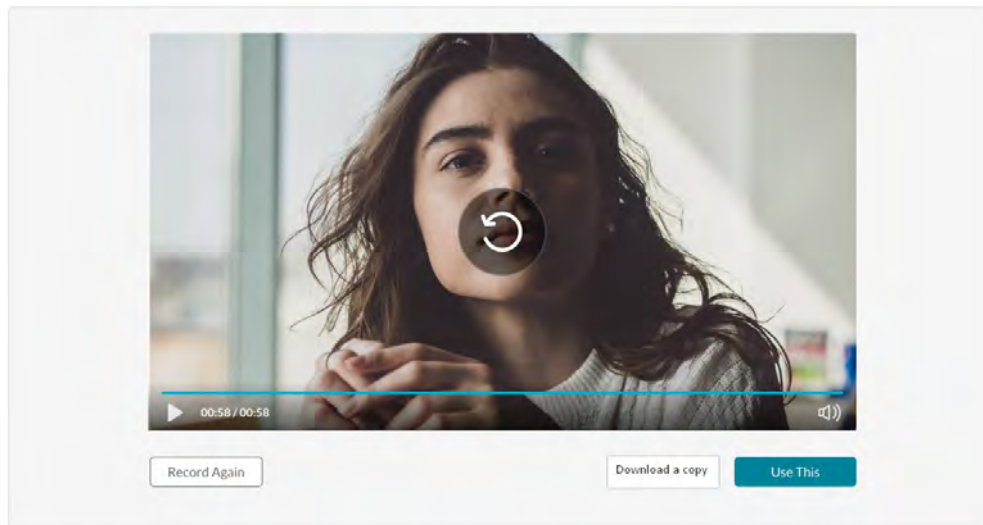
A timer is displayed next to the Stop button.

## Record Video



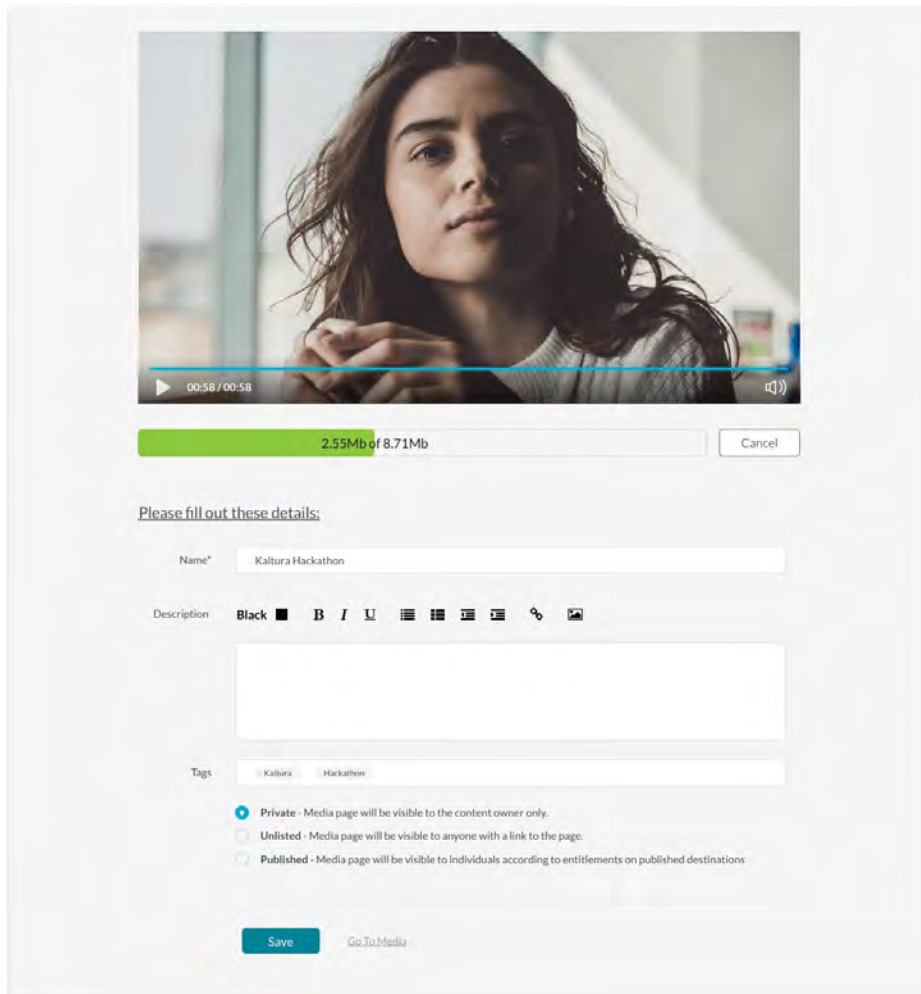
5. Click the Stop button to end your recording. The following window is displayed.

## Record Media



6. Choose **Record Again** to retake the recording or **Use This** to use the current recording. “Record Again” discards the current recording. You will be reverted to the Record button where you can retake the recording.
7. Select **Use This** when you are satisfied with your recording (after as many retakes as needed), to upload to Kaltura. The Upload window is displayed.
8. Select **Download a Copy** to download a copy locally before you upload your file.
9. Click Cancel to cancel the upload.

## Record Media






00:58 / 00:58

2.55Mb of 8.71Mb Cancel

Please fill out these details:

Name\*

Description **Black** **B** *I* U   

Tags

**Private** - Media page will be visible to the content owner only.

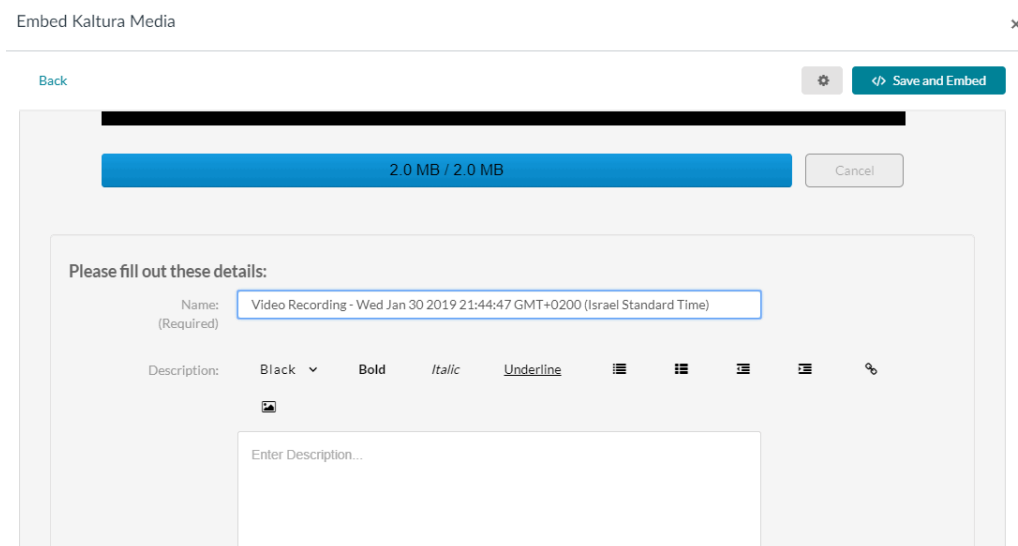
**Unlisted** - Media page will be visible to anyone with a link to the page.

**Published** - Media page will be visible to individuals according to entitlements on published destinations

Save [Go To Media](#)

MediaSpace™ video portal by Kaltura

The upload window is displayed as follows:



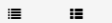


Embed Kaltura Media ×

Back ⚙️ Save and Embed

2.0 MB / 2.0 MB Cancel

Please fill out these details:

Name:   
(Required)

Description: **Black** **Bold** *Italic* Underline   

10. While the file is uploading, on the Upload Media page you can:

- Enter metadata information about the media and click **Save**.

- Select the Privacy Settings. When adding new media and editing the metadata, select if the media will be private, unlisted, or automatically published to specific categories and/or channels when the media is ready.

**NOTE:** If you click Save before the file is completely uploaded, the media information is saved after the media is uploaded.

### To view the media page after uploading is complete

- Select My Media from the User dropdown menu.

The uploaded file will get a default name and is saved automatically. The name is of the following format:

“Video Recording - July 23, 2018 7:43pm EST” or “Audio Recording - July 23, 2018 7:43pm EST”.

The entry details page displays the entry metadata and is editable if:

- The recorded file is added from My Media the upload page displays the “Publish” option.

-

## Keyboard Shortcuts

### For Recording

- Start Recording/Record Again - Alt+Shift+R || ⌘+Option+R
- Stop Recording - Alt+Shift+S || ⌘+Option+S
- Pause/Un-Pause Recording - Alt+Shift+P || ⌘+Option+P
- Upload/Use Recording - Alt+Shift+U || ⌘+Option+U



# Kaltura Capture - User Guide

Last Modified on 04/11/2021 9:51 pm IDT

This guide provides information about how to use Kaltura's Capture Desktop Recorder links are to Kaltura Learning site.

The following topics are described:

[Kaltura Capture - Overview \(https://knowledge.kaltura.com/help/kaltura-capture-overview\)](https://knowledge.kaltura.com/help/kaltura-capture-overview)

[Kaltura Capture - Install the Application \(https://knowledge.kaltura.com/help/download-and-install-kaltura-capture\)](https://knowledge.kaltura.com/help/download-and-install-kaltura-capture)

[Kaltura Capture - Launch the Application \(https://knowledge.kaltura.com/help/launch-kaltura-capture\)](https://knowledge.kaltura.com/help/launch-kaltura-capture)

[Kaltura Capture - Getting Started \(https://knowledge.kaltura.com/help/getting-started-with-the-kaltura-capture-application\)](https://knowledge.kaltura.com/help/getting-started-with-the-kaltura-capture-application)

[Kaltura Capture - The Recording Menu \(https://knowledge.kaltura.com/help/kaltura-capture---the-recording-menu\)](https://knowledge.kaltura.com/help/kaltura-capture---the-recording-menu)

[Kaltura Capture - Recording Options \(https://knowledge.kaltura.com/help/kaltura-capture---recording-options\)](https://knowledge.kaltura.com/help/kaltura-capture---recording-options)

[Kaltura Capture - Create a Recording \(https://knowledge.kaltura.com/help/create-a-recording-with-kaltura-personal-capture\)](https://knowledge.kaltura.com/help/create-a-recording-with-kaltura-personal-capture) [Kaltura Capture - Completing and Uploading Your Recording \(https://knowledge.kaltura.com/help/kaltura-capture---completing-and-uploading-your-recording\)](https://knowledge.kaltura.com/help/kaltura-capture---completing-and-uploading-your-recording)

[Kaltura Capture - Editing Recording Information in My Media \(https://knowledge.kaltura.com/help/kaltura-capture--editing-recording-information-in-kmskaf\)](https://knowledge.kaltura.com/help/kaltura-capture--editing-recording-information-in-kmskaf)

# Link YouTube Videos to Kaltura

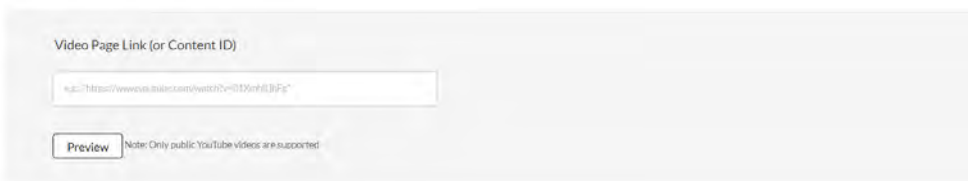
Last Modified on 08/29/2021 11:50 am IDT

This article describes how to add media from YouTube and replace YouTube links.,

## ☰ To add media from YouTube

1. Select YouTube from the Add New drop down menu.  
The YouTube page is displayed.

### YouTube

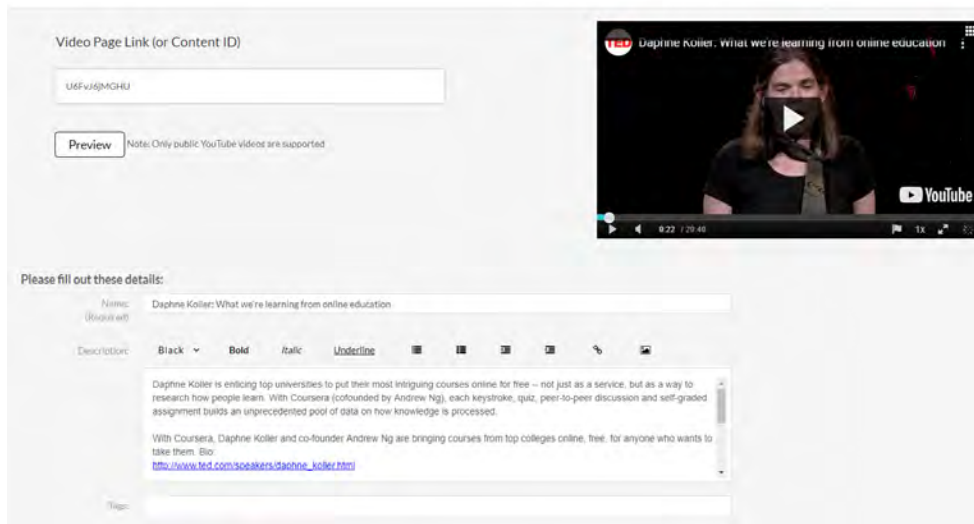


2. Enter the Video Page Link or the Content ID and click Preview.

**NOTE:** To obtain the URL, right click on the video in YouTube and copy the URL. Only public YouTube videos are supported.

3. Click Preview to edit the Youtube entry and enter metadata. Metadata includes the Name, Description and Tags.

### YouTube



Depending on how your account is set up, there could be additional metadata fields to fill. Some of which may be required for publishing.

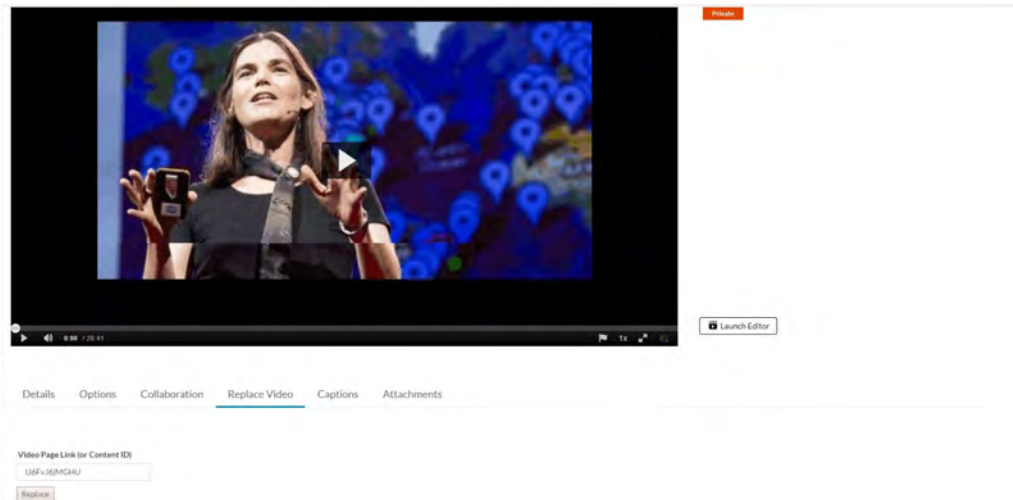
4. Click Save.
5. Click Go to Media or Go to My Media.

**NOTE:** You cannot add video presentations or YouTube media to playlists.

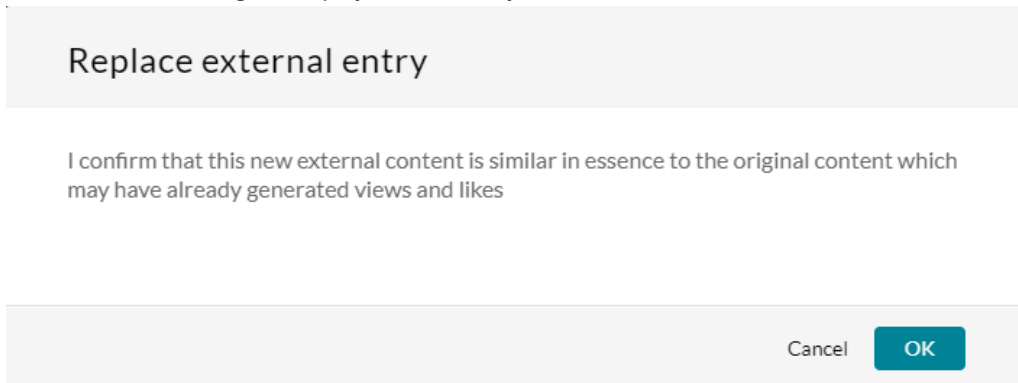
The 'Share' option (Email, Media Link, Embeds) is available for YouTube entries (like other entry types).

### To replace a YouTube link

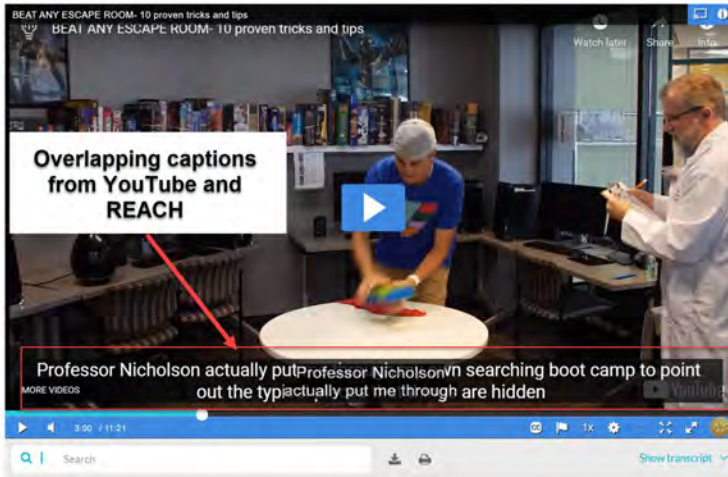
1. In the Edit Media window, click the Replace Video tab. See [Editing Entries - Replace Media](https://knowledge.kaltura.com/help/managing-media-editing-entries#replace) (<https://knowledge.kaltura.com/help/managing-media-editing-entries#replace>).
2. Enter the replacement video page link or Content ID and click Replace.



3. A Confirmation message is displayed to ensure your choice.



4. Go to My Media and click the pencil icon to edit the YouTube entry.



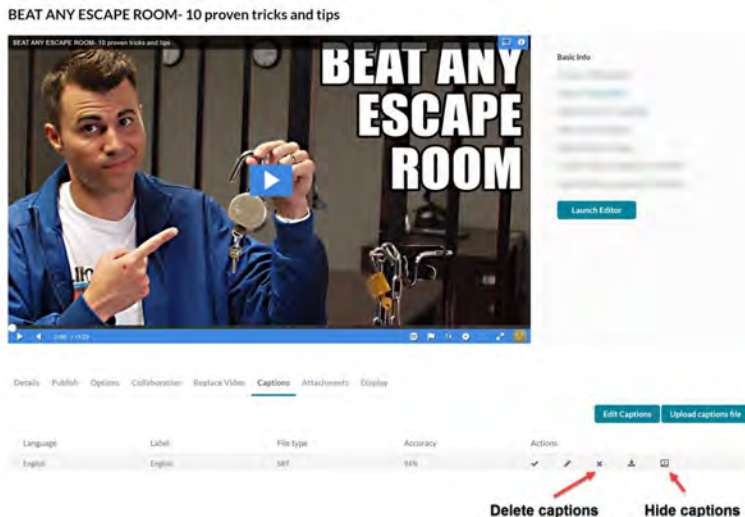
This overlap happens because of the following scenario:

- The YouTube video they are watching has captions available,
- The viewer has turned on captioning in a YouTube video they have watched (YouTube "remembers" this setting),
- A REACH caption exists, *and*
- The Kaltura player is set to automatically show captions.

Fix 1: You can instruct your **viewers** to click the CC button in the Kaltura player to turn off REACH captions, *or* (while logged into their YouTube account and as the video is playing) turn off captions in the YouTube player (again, YouTube will "remember" this setting).

Fix 2: You, as the **Entry Owner**, can make the following setting adjustments:

- Delete or hide REACH captions via the Captions tab on the Edit Entry page.



- Use a different Kaltura player that is not set to automatically show captions or has captions disabled. This would depend on a mixture of an available configured player when using BSE v3 (see [Using the Kaltura Browse, Search, and Embed Feature](https://knowledge.kaltura.com/help/using-the-kaltura-browse-search-and-embed-bse-feature)) *and/or* the EntryDesign module with an available configured player (see [Customizing the Media Entry Display](https://knowledge.kaltura.com/help/customize-entry-display)).

# Adding Kaltura Media via the Rich Text Editor in Moodle

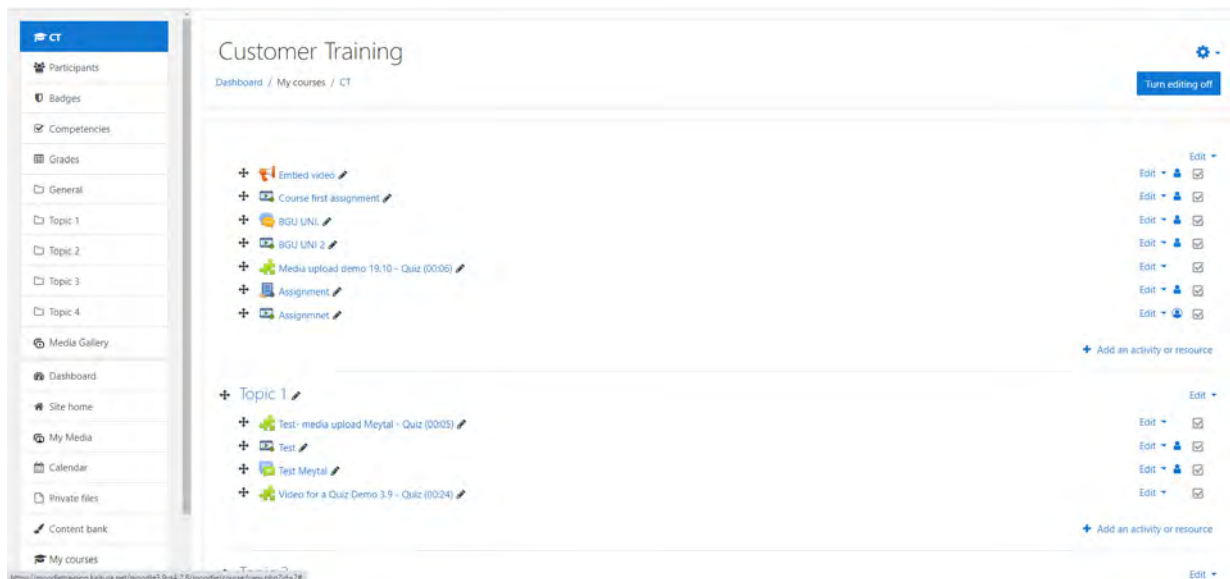
Last Modified on 01/24/2021 5:22 pm IST

## Embedding Kaltura Media through the Rich-Text Editor

The Moodle rich text editor integration may be used to embed media where the rich-text editor (default) is available, such as in Announcements, assignments, discussions, forums, etc.

### To embed Kaltura media through the rich-text editor

1 Access a course under My Courses.



























2. Click Add an activity or resource. The Add an activity or resource window displays.

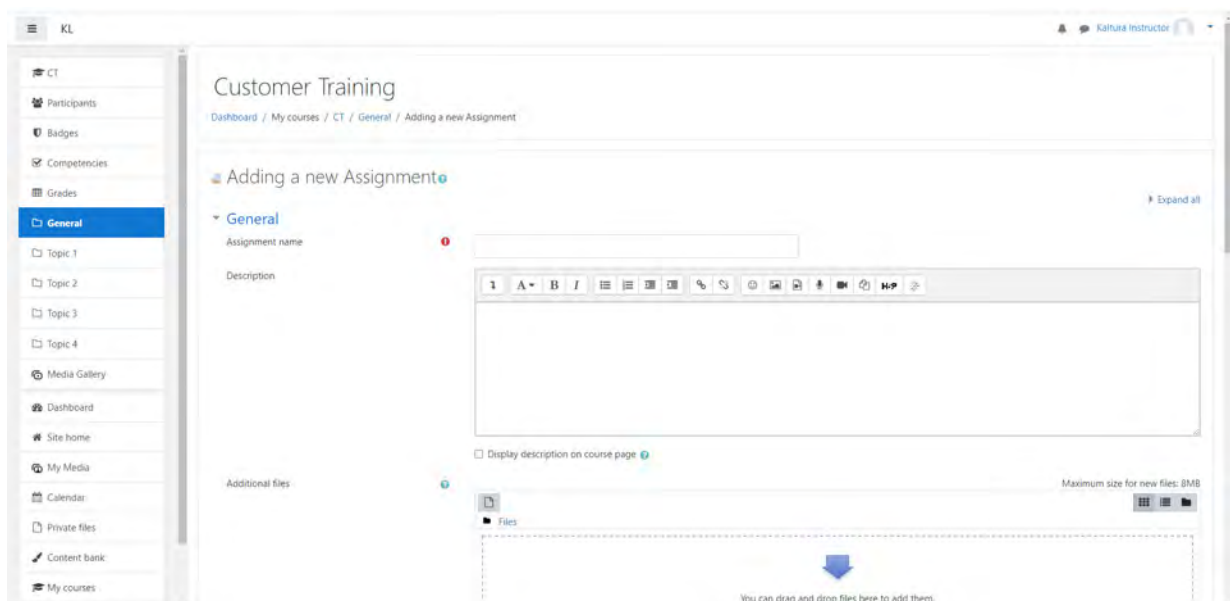
Add an activity or resource ×

🔍

All
Activities
Resources

 <b>Assignment</b> <span>☆ ⓘ</span>	 <b>Book</b> <span>☆ ⓘ</span>	 <b>Chat</b> <span>☆ ⓘ</span>	 <b>Choice</b> <span>☆ ⓘ</span>	 <b>Database</b> <span>☆ ⓘ</span>	 <b>External tool</b> <span>☆ ⓘ</span>
 <b>Feedback</b> <span>☆ ⓘ</span>	 <b>File</b> <span>☆ ⓘ</span>	 <b>Folder</b> <span>☆ ⓘ</span>	 <b>Forum</b> <span>☆ ⓘ</span>	 <b>Glossary</b> <span>☆ ⓘ</span>	 <b>H5P</b> <span>☆ ⓘ</span>
 <b>IMS content package</b> <span>☆ ⓘ</span>	 <b>Kaltura Media Assignment</b> <span>☆ ⓘ</span>	 <b>Kaltura Video Resource</b> <span>☆ ⓘ</span>	 <b>Label</b> <span>☆ ⓘ</span>	 <b>Lesson</b> <span>☆ ⓘ</span>	 <b>Page</b> <span>☆ ⓘ</span>
 <b>Quiz</b> <span>☆ ⓘ</span>	 <b>SCORM package</b> <span>☆ ⓘ</span>	 <b>Survey</b> <span>☆ ⓘ</span>	 <b>URL</b> <span>☆ ⓘ</span>	 <b>Wiki</b> <span>☆ ⓘ</span>	 <b>Workshop</b> <span>☆ ⓘ</span>

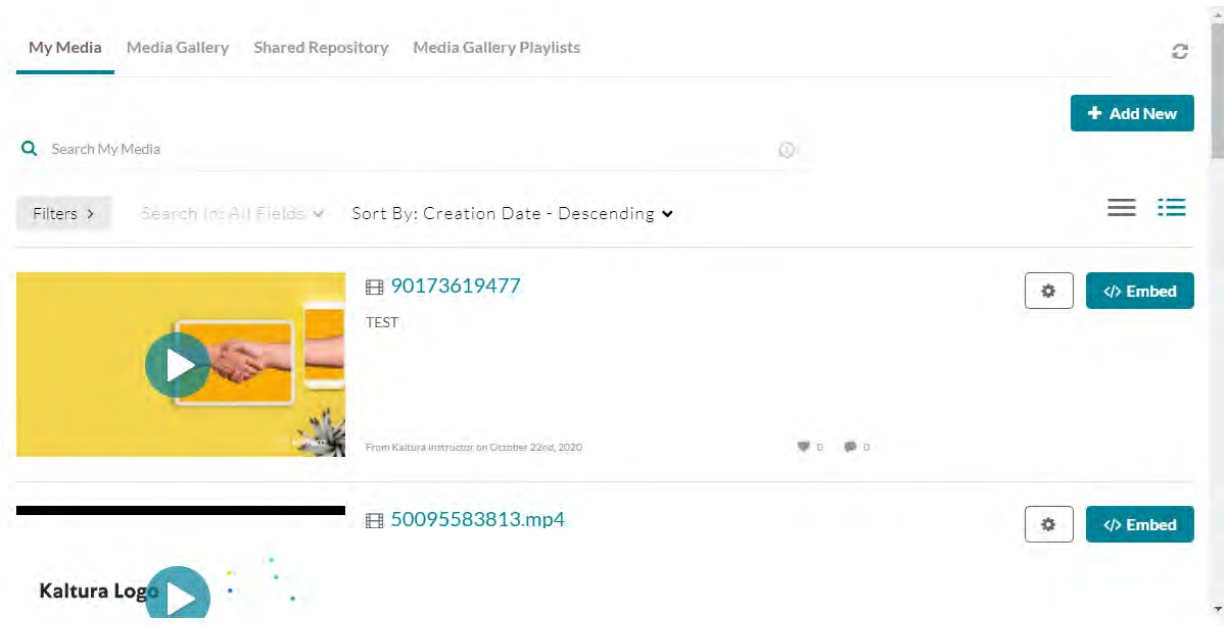
3. Click the button to add (here we clicked on the + **Assignment** button). The rich-text editor displays.



4. Click the **Embed Kaltura Media** button.



The Embed Kaltura Media window displays.




- A user can browse and search media to embed from My Media or from any other source configured (Media Gallery, Shared Repository, and Media Gallery Playlists, for example), then embed it into a content type of the hosting application.

**Note:** In order to embed Media Gallery Playlists,

1. Your Administrator must enable the [channelplaylists module](https://knowledge.kaltura.com/help/channelplaylists) (<https://knowledge.kaltura.com/help/channelplaylists>)
  2. Your Administrator can (optionally) [set a dedicated playlist player](https://knowledge.kaltura.com/help/setting-a-dedicated-player-for-a-specific-media-type) (<https://knowledge.kaltura.com/help/setting-a-dedicated-player-for-a-specific-media-type>), and
  3. The Course Owner must [create a Media Gallery Playlist](https://knowledge.kaltura.com/help/create-and-add-media-to-a-playlist#mediagallery) (<https://knowledge.kaltura.com/help/create-and-add-media-to-a-playlist#mediagallery>).
- You can add new media or select from existing media.

## To add new media


1. Choose the appropriate source (for example, My Media, Media Gallery, Shared Repository, or Media Gallery Playlists). The Kaltura Media Search is available in every tab.
2. Click the **+ Add New** button to see the list of options for adding media. See [My Media Upload/Add Media](https://knowledge.kaltura.com/help/my-media---uploadadd-media) (<https://knowledge.kaltura.com/help/my-media---uploadadd-media>) for more information.

3. After upload is complete, you change the embed settings by clicking on the Settings icon:  Access to change the embed settings depend on your site's configuration. If configured, you can select different players and player sizes that have been pre-configured by your system administrator for the type of media you choose to embed. See [note](#) about Save and Embed Settings.
4. Click the **Save and Embed** button.

## To select from existing media

1. Choose the appropriate source (for example, My Media, Media Gallery, Shared Repository, or Media Gallery

Playlists). The Kaltura Media Search is available in every tab. For more information see the [KAF Search Functionality](https://knowledge.kaltura.com/help/kaf-search-functionality) (<https://knowledge.kaltura.com/help/kaf-search-functionality>).

2. For the desired menu item, you change the embed settings by clicking on the Settings icon:  Access to change the embed settings depend on your site's configuration. If configured, you can select different players and player sizes that have been pre-configured by your system administrator for the type of media you choose to embed. See [note](#) about Save and Embed Settings.
3. Click the **Embed** button. After media is added or selected, you may:
  - Type a topic title
  - Choose where to post this media
  - Add attachments
  - Make additional configurations related to posting time, comments, podcasts, and likes
4. Click **Save**.

---

## Add a Kaltura Video Resource / Presentation to Your Course

- Click the [Turn editing on] button.
- Choose the topic block to which you would like to add your video resource and click Add an activity or resource.
- Select "Kaltura Video Resource". Type a title for your video. You do not need to add a description.
- Click [Add Media] in the "Video" section. My Media should now be visible.
- Find the video you wish to add to your course, choose the size of the video player you wish to add and click [Embed].
- Use the "Common module settings" and "Restrict access" to control how and when your students access this video.

## You also have the option to upload a video not currently in My Media .

- Click on Add New
- Choose Media Upload
- Navigate to the video file or Drag and Drop the video you wish to upload. Uploading and Converting the video will take some time.
- Click on Save and Embed (You do not have to wait for conversion to finish)
- Click Save and return to course.



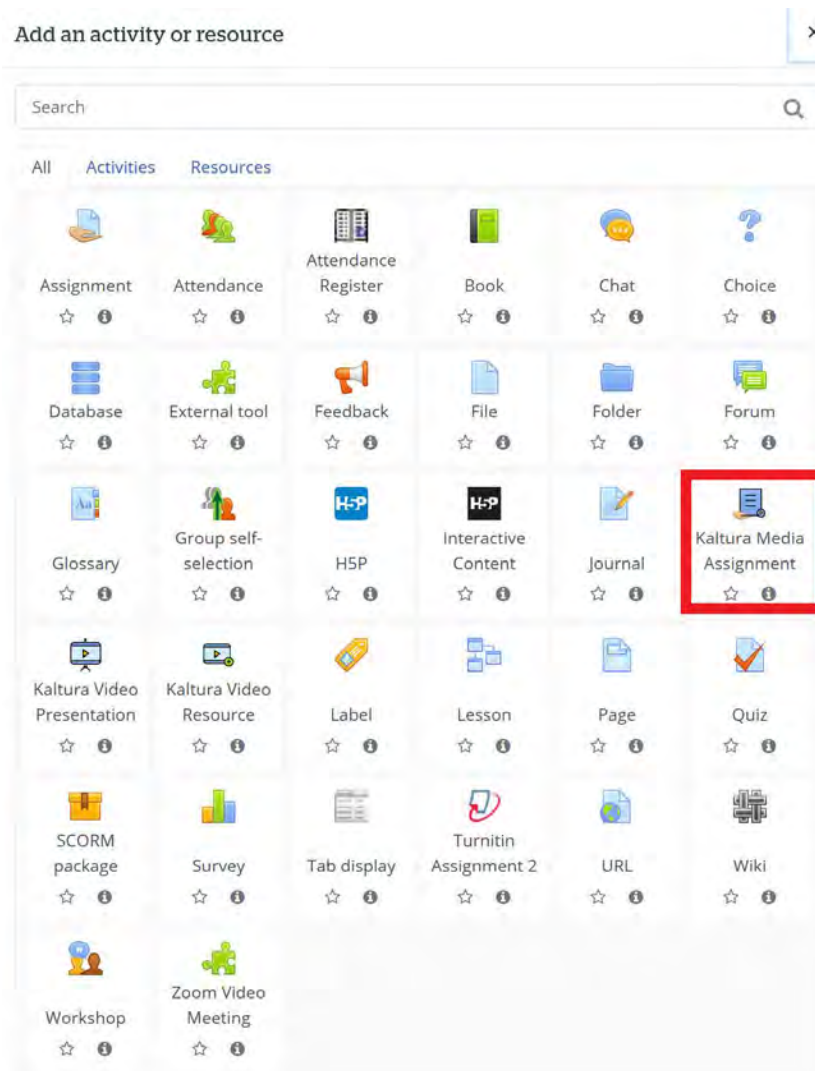
# Kaltura Media Assignment

Last Modified on 01/27/2021 12:34 pm IST

The **Kaltura Media Assignment activity** is a dedicated Kaltura tool that allows students to submit videos via My Media for grading.

The benefit of the **Kaltura Media Assignment activity** is that **submitted videos are stored in a purpose built video server, not on the Moodle server**. Videos stored with your course in Moodle create very large files. Large files unnecessarily fill up server space and can make manipulation of your course's file (backup, saving, download, restoration) time consuming at best and at worst make manipulating your course impossible.

The **Kaltura Media Assignment activity** is similar in set up to a Moodle assignment. It will appear as an item to be graded in the course's grade book. To access the Kaltura Media Assignment click on "Add an activity or resource" in your course's content section and choose it from the selection..



The student clicking on the assignment will see this (below) interface. Clicking on "Add media submission" will open the student's own My Media account where they can use Kaltura's video production tools to record a video or upload a video to submit for the assignment.

Students have access to the same Kaltura video productions tools as instructors. Once the students have uploaded their video to or created their video in My Media they click an embed button (see information on My Media for details) to submit their video.

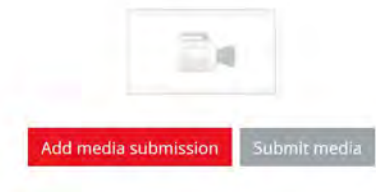
[HOME](#) > [COURSES](#) > [MISCELLANEOUS](#) > [DENISE](#) > [WELCOME](#) > [INTRODUCE YOURSELF!](#)

## Introduce yourself!

Available from: Thursday, 14 October 2021, 2:06 PM

Due Date: Thursday, 21 October 2021, 2:06 PM

Using your computer's camera or your cellphone please record a brief introduction of yourself. Include your experience with this area of study. You will use your My Media account to upload the video. Take advantage of the Express capture function or upload your video to your My Media account.



# Kaltura Video Editing Tools - Editor Tab

Last Modified on 12/24/2020 5:29 pm IST

This article describes how to use the Kaltura Video Editing Tools Editor Tab and is intended for KMC/KMS/KAF users that want to edit media.

## Editing Media Using the Video Editor

Use the Kaltura Video Editor to:

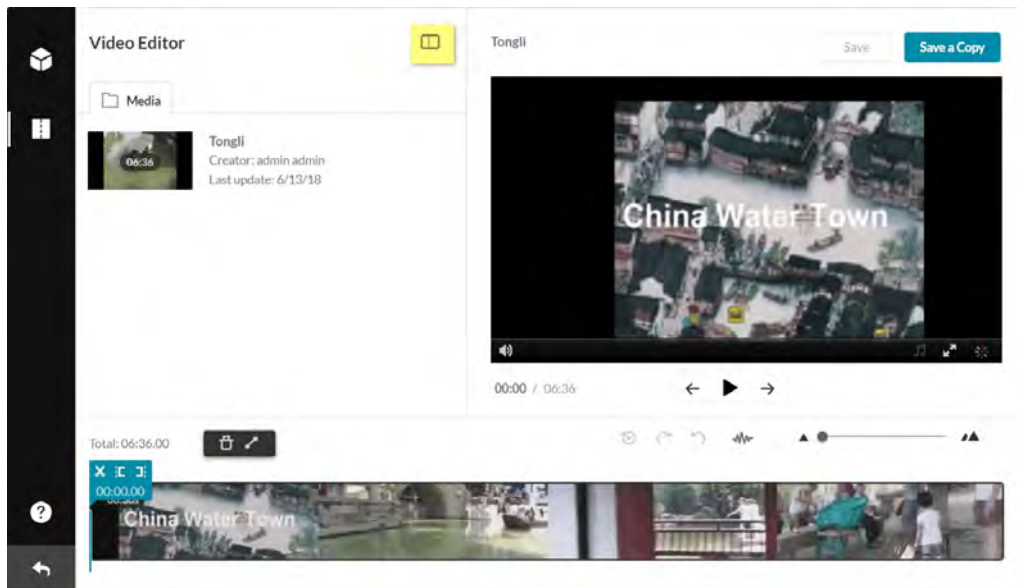
- [Trim a media entry](#)
- [Clip a media entry](#)
- [Chop and Splice Media](#)

[Click here for video "how to" trim or clip media](#)

## Video Editor Window Layout

The Video Editor has three main areas:

- Left pane – Displays your media details. The left pane may be minimized by clicking the open/close left pane button.



- Right pane – Consists of:
  - Media Player - The Kaltura Editor Player defined in the Editor Module by your system administrator. Use to Preview your timeline modifications.
  - Real-Time Input
  - Play/Pause/Skip to start/Skip to end Buttons
- Bottom pane – Includes the Timeline. The Timeline can be zoomed in/out to allow improved granulation of the time line, and fine-tuning, and give a broader perspective when zoomed out.

The Timeline includes the following icons and tools:

- Redo icon - retracts to the the last action you performed on the Timeline
- Undo icon - undoes the last action you performed on the Timeline
- Reset icon - resets the Timeline to its last saved state
- Real Time Marker, with Quick Action and Time Code
  - Set In/Out - use to set cue points on your time line.
  - Split - use to cut your setment at the selected point
- Fade In/Out icon - use to set fade in/out cue points on your selected segment
- Delete icon - use to cut the selected segment
- Zoom marker - use to enlarge the timeline display graunlarity
- Handlebars - Use to snap to a certain point on the video segment
- Show/Hide Audio - show or hide the audio tracks on the timeline
- Total amount of the video duration - indicates the total amount of time of the video

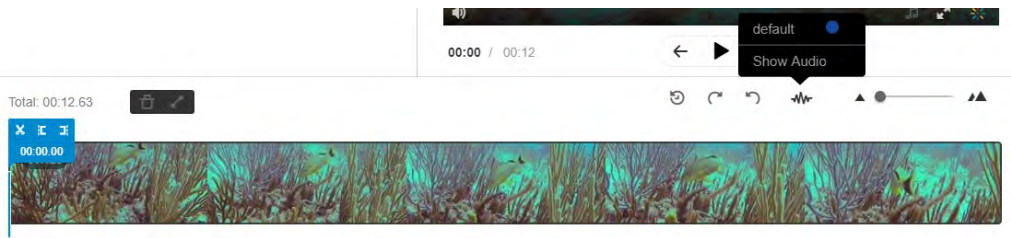


## To zoom in/out and reset the Timeline

1. Drag the Zoom marker to the level of granularity you want to see. This naturally will increase the length of the visible Timeline, since more frames will be view able.
2. Click the Reset Icon – to reset the Timeline to its last saved state.

To show/hide audio tracks on the Editor timeline

- Click the Show /Hide Audio icon on the timeline. The audio display is removed from the timeline.



## ☰ To advance/go back in small increments on the Editor timeline

Use the following keys:

- 1 Second Forward - Right arrow
- 1 Second Backward - Left arrow
- 10 Seconds Forward - Alt + Right arrow
- 10 Seconds Backward - Alt + Left arrow

## Setting a Range

To trim media or to create a clip, you must first define the range you want to keep or make a clip from.

You can set the range in one of the following ways:

- Drag the handlebars of the start or end points with your mouse to set the range.
- Enter a start time or end time in the Real-Time Input field, and press Enter. The Real-Time marker will position itself on the timeline at the manually set time. You can then drag either handlebar on the Timeline edge to snap it to the real time marker.
- Click anywhere on the Timeline, the Real Time Marker will position itself there. Drag either Timeline edge to snap it to the real time marker.
- Play the media, and pause on desired time. the Real-Time Marker will position itself at that time. Drag either Timeline handlebar to snap it to the real time marker.

When arrows are displayed on the Real-Time Marker, you can move the Real TimeMmarker on the timeline to a different position, either backwards or forwards.

## Trimming a Media Item

Use the trimming tool to trim the start and/or end of your media. Trimming is only available to entitled users.

**NOTE:** Trimming media will modify the source media permanently. Create a clip to trim a copy and preserve the original media in Kaltura. See [Clipping a Media Entry](#).

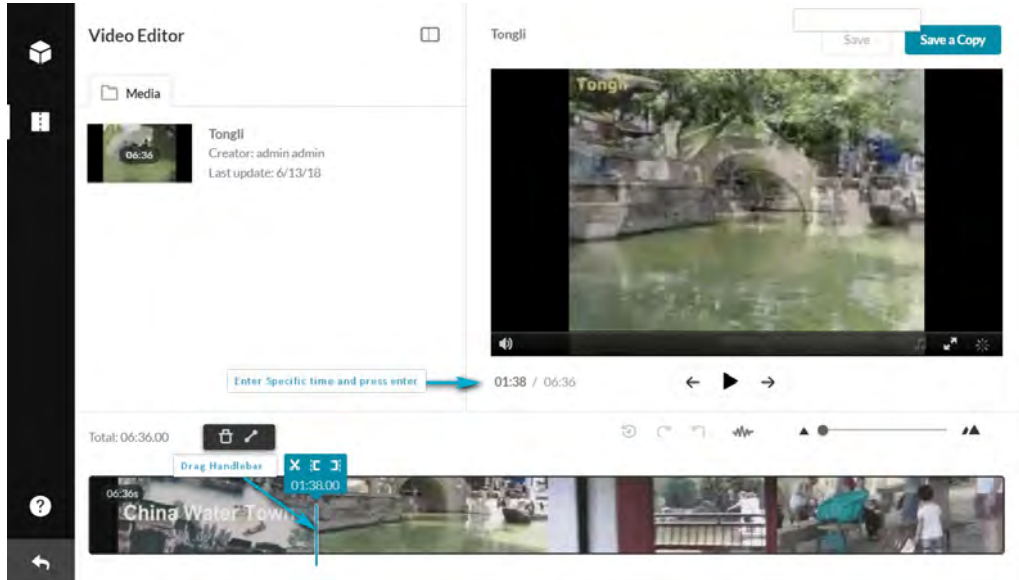
To trim media

1. Set the Range. Use any of the methods listed in [Setting a Range](#).
2. Click Save to create a new media item.

## Sample Use Case

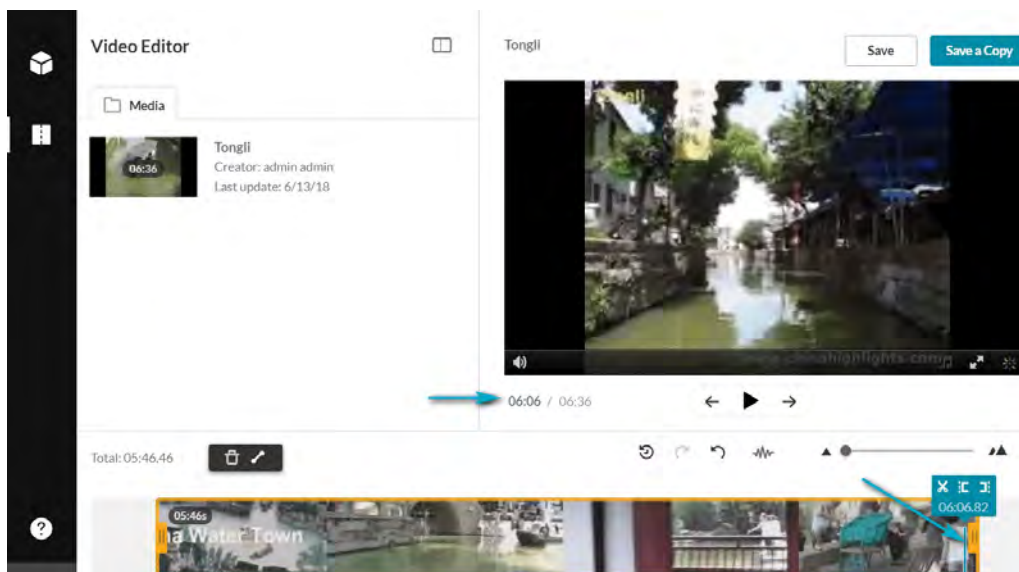
Let's say you would like to trim off the first minute and last 30 seconds of the video.

1. Go to My Media and select the video you want to trim or create a clip from.
2. Launch the Kaltura Editor. See [Launching Kaltura Video Editing Tools](#).
3. In this example, the desired start time will be one minute thirty eight seconds. Drag the handlebar to the 1.38 point on the video. You can also select to input the 1:38 time manually.

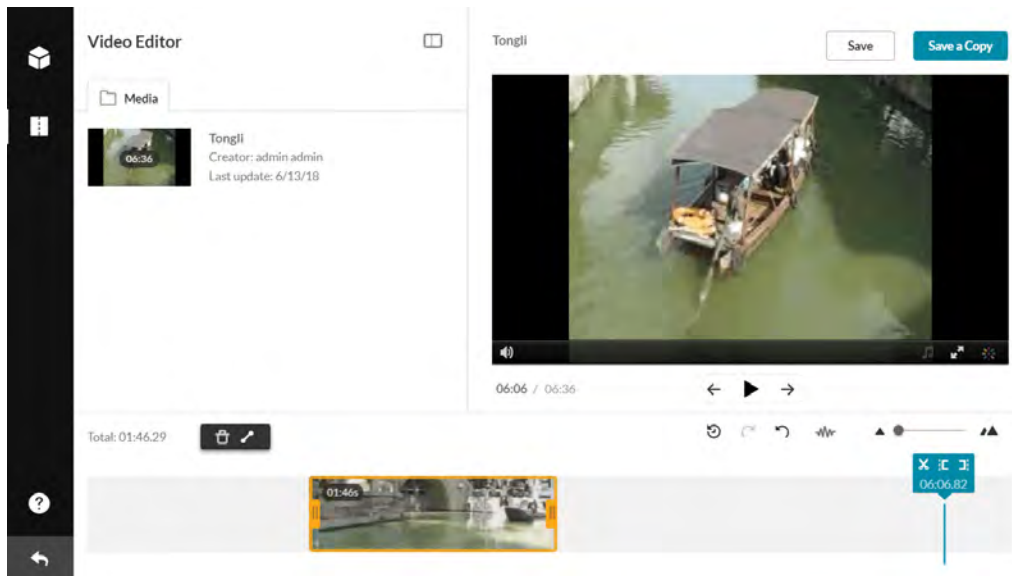


The manual input time syncs with Real-Time maker you set and vice versa.

4. Drag the other end to the time mark 30 seconds less prior to the end and use the manual time input as a guide to the exact time.



You now have the desired segment of the original video.

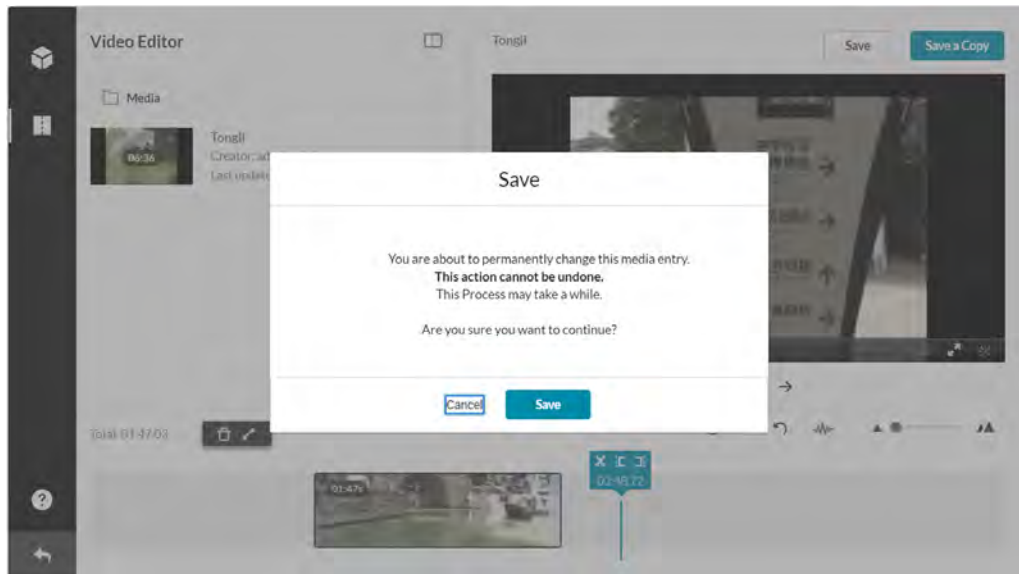


5. (Optional) If you want to change the segment of the selected trimmed media to another segment on the timeline, (with the same amount of time) click on the thumbnail that you created and drag it to the desired frame on the Timeline. For example if you want a one minute segment, choose it and then you can move it elsewhere on the timeline.

The trimmed segment that you created for 1 minute is now on a different part of your media.



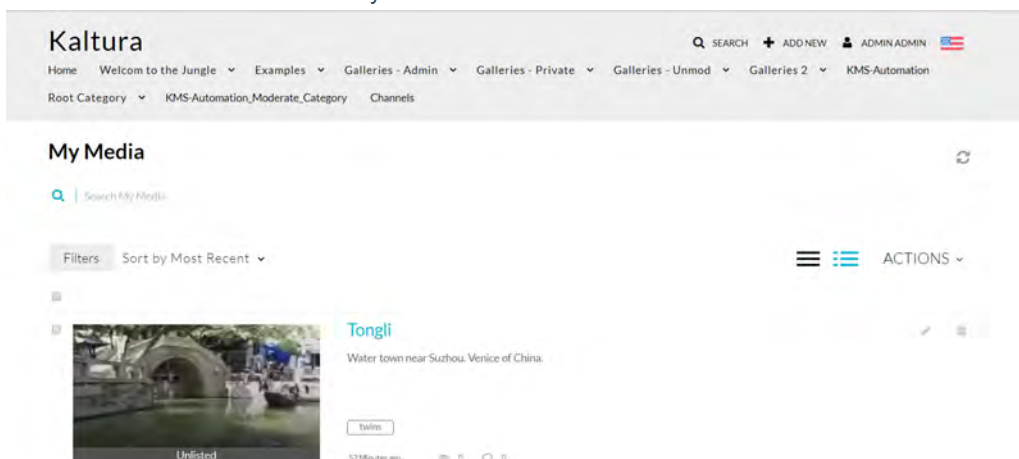
6. Click Save. The following window is displayed:



7. Click Save.

A progress bar is displayed. And a message is displayed after your video is successfully saved.

8. Click on the Exit icon to return to My Media.



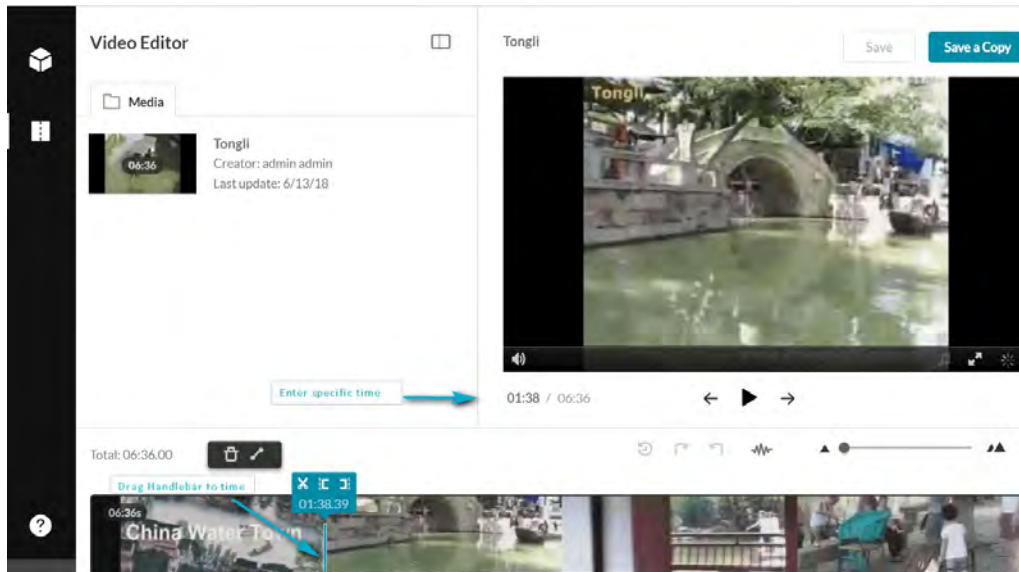
## Clipping a Media Entry

**NOTE:** Only the owner or co-editor of a media entry can create clips from media.

For entitlements for clipping, the option **Enable others to create clips** must be checked in the KMS /KAF Options tab. See the [Kaltura MediaSpace Setup Guide](http://knowledge.kaltura.com/node/1376/attachment/field_media) ([http://knowledge.kaltura.com/node/1376/attachment/field\\_media](http://knowledge.kaltura.com/node/1376/attachment/field_media)) for additional information.

The Real-Time marker is always in sync with Manual Time Input (below the player).





### To create a clip

1. Set the Range. Use any of the methods listed in [Setting a Range](#).
2. Click Save a Copy (clip) to create a clip. Saving a copy creates a copy and the original media is unchanged.

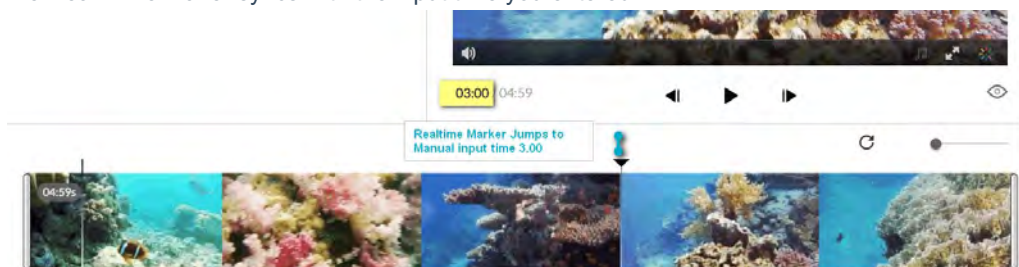
### Sample Use Case

Let's say you would like to create a one-minute clip.

1. Go to My Media and select the video you want to trim or create a clip from.
2. Launch the Kaltura Editor. See [Launching the Kaltura Video Editing Tools](#).
3. In this example, the desired start time for the one-minute clip is at minute 3.00. Enter 0300 in the Time field and press Enter.

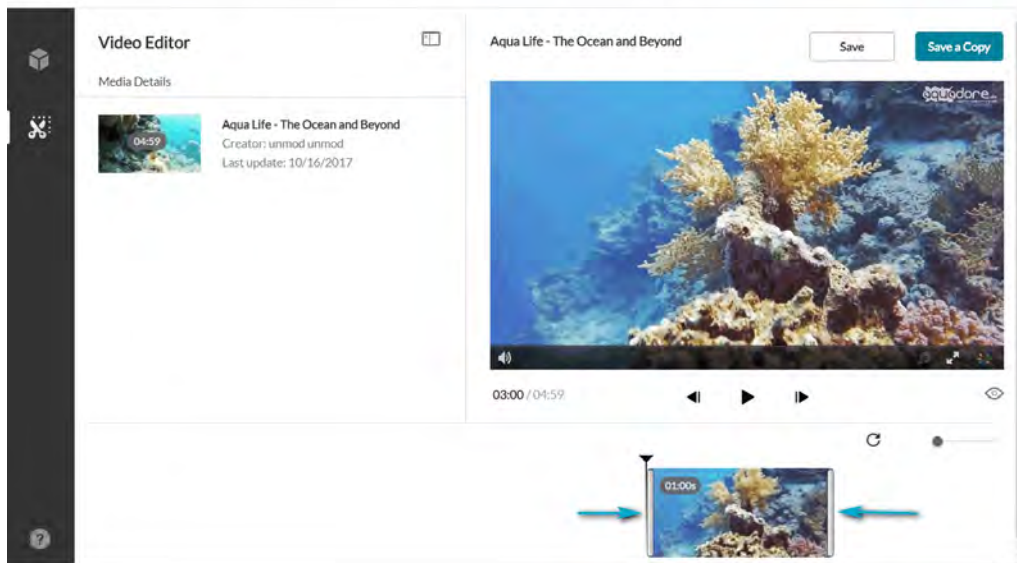
/ 04:59

The Real-Time maker syncs with the input time you entered.



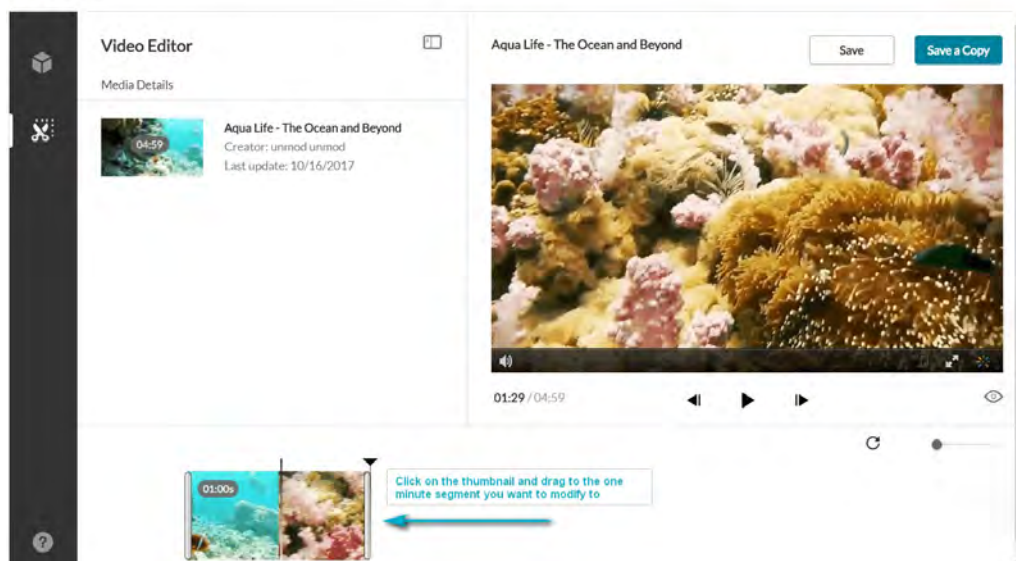
4. Drag the handle bar to the start of the clip at (the 3.00 minute). The handlebar should snap to the Real Time marker. Drag the other end to the one minute time mark. You have now created a one-minute clip of the original video.

## Editor

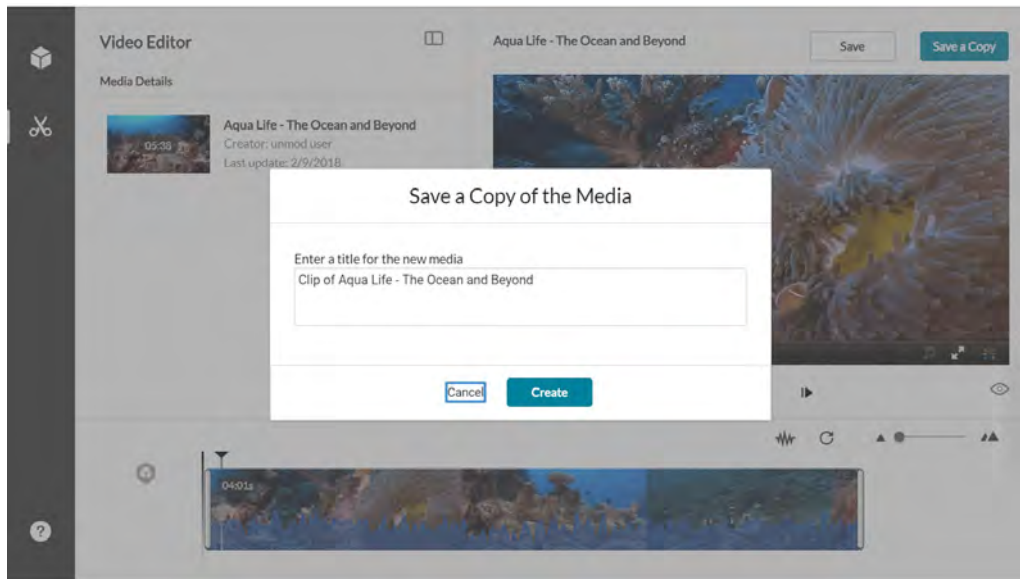


5. (Optional) If you want to change the segment of the one minute clip to another (one minute) segment on the timeline, click on the thumbnail you created and drag it to the desired frame on the Timeline.

## Editor

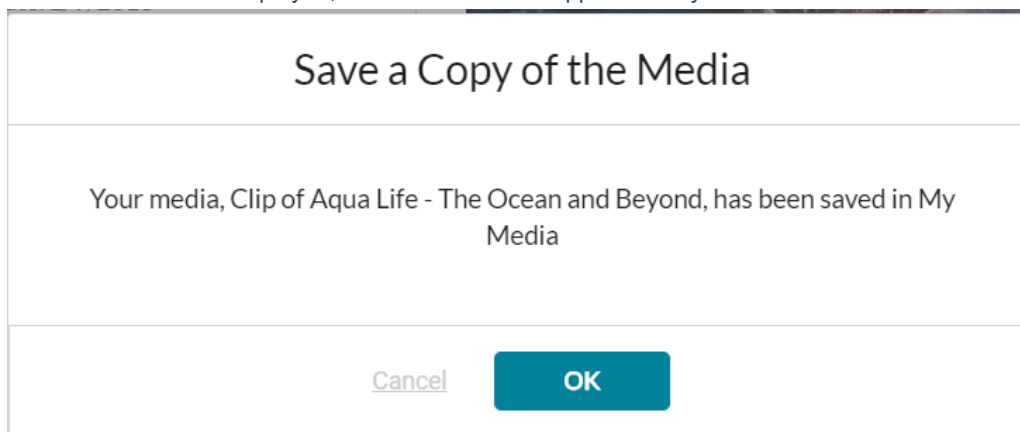


6. Click Save a Copy. The following window is displayed:

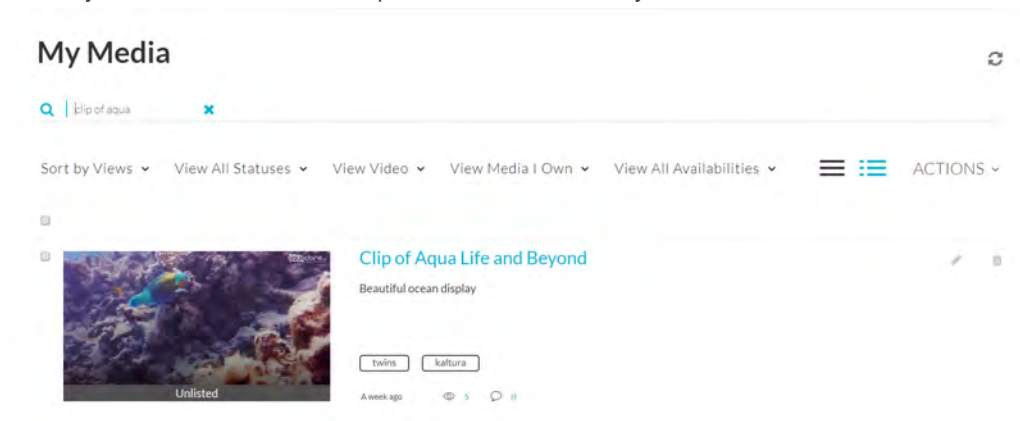


7. Enter a title and click Create. You can either use the suggestion title (indicating that this video is a clip) or create a new title.

A confirmation box is displayed, and the new media appears in My Media.



8. Go to My Media to affirm that the clip has been created in My Media.



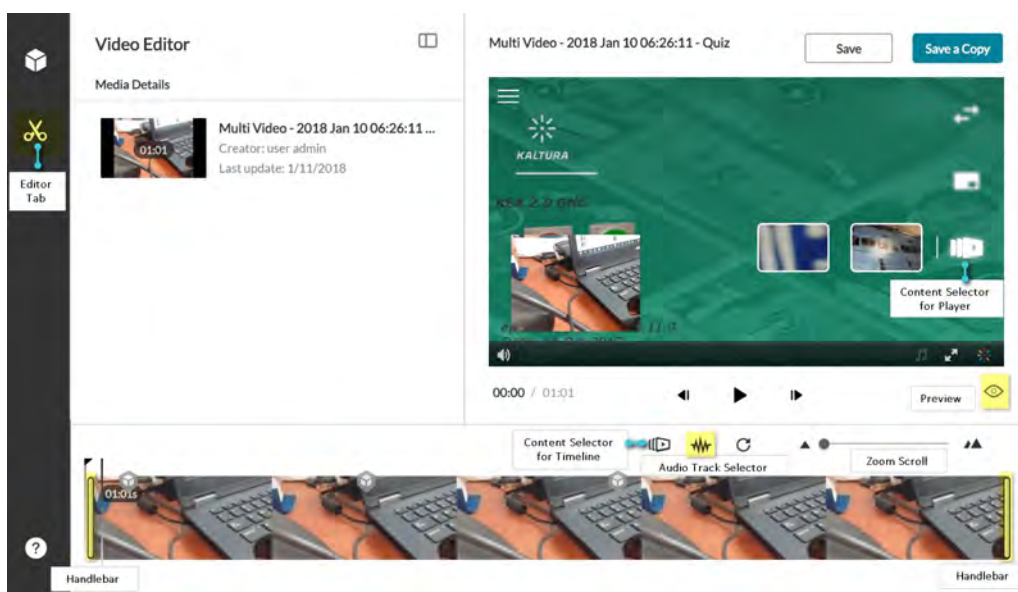
## Clipping and Trimming Content with Multiple Streams or Multiple Audio Tracks

Clipping and trimming is performed on all the streams or audio tracks that may exist in the entry, simultaneously. The timeline may be used as a visual aid to help you determine what segment of the media you want to create a clip for, or where to trim your media. The Timeline features allow you to edit media with more precision to ensure that your clipping or trimming actions are in line with what you want as your result.

The Video Editor includes the following two icons that allow you to select the content that is displayed on the Timeline:

- Content Selector for Timeline – allows you to view the selected stream on your timeline. See [Clipping and Trimming Media with Multiple Video Streams](#).
- Audio Track Selector for Timeline – allows you to view each audio track associated with the entry, either individually or overlaid. See [Clipping and Trimming Media with Multiple Audio Tracks](#).

**NOTE:** The Kaltura Player is independent of the Kaltura Video Editing Tool Timeline.



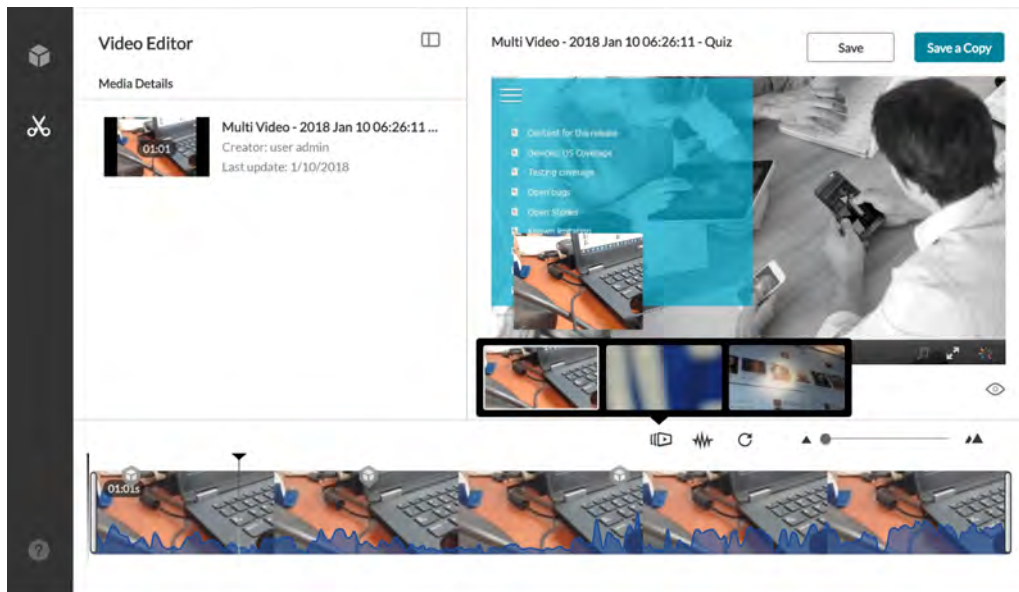
## Clipping and Trimming Media with Multiple Video Streams

**NOTE:** When the editor displays content with multi-streams, the Timeline is loaded with the primary stream. If you change the display on the player, it has no effect on the Timeline.

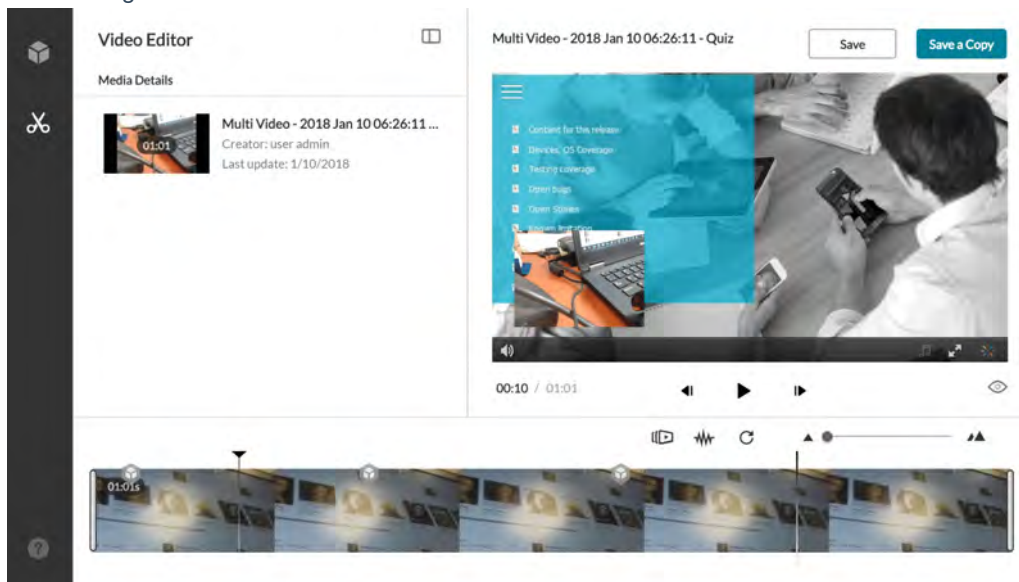
### ☰ To select the segment for multi-stream content

1. In KMS or KAF select an entry. Click Actions > Launch Editor. The Kaltura Video Editing Tool screen is displayed.
2. Select the Edit Tab and click the Content Selection icon to view the stream(s) in the Timeline. The timeline will display the stream you selected and allow you to view where you will clipping or trimming the media simultaneously for each stream.

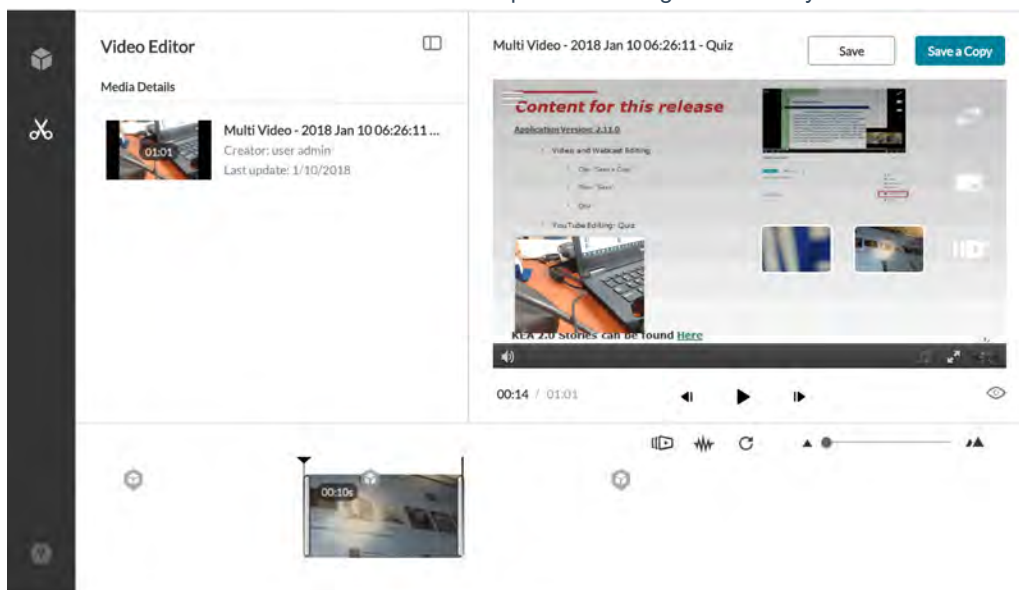
This following screen shows the first stream selected on the timeline at minute 00:10.



The following screen shows the third stream selected on the timeline at minute 00:10.



3. Use the handlebars at both ends to move to the point in the segment where you want to trim or clip the content.



The clip duration is shown in the timeline. In this example it is 10 seconds.

4. Click on the segment in the Timeline to see actual time in the in the video.
5. Use the zoom scroll to enlarge and assist you with the display granularity. You can extend or decrease the segment to points that you want using the handlebars.

For example, in a lecture, you may want to cut out the first 10 minutes, since the lecture did not start on time. Or, for example, you may be at a sport event and just want to have the portion of the video focused on where the action was.

6. Click the Preview icon to preview your clip or trimmed media.



A preview of the segment is displayed.



Note: The Preview always contains the first frame of the entry.

7. Click Esc to exit Preview mode.
8. When satisfied with your choice of the segment, click Save or Save a Copy.

The following screen is displayed to create a clip (Save a copy):

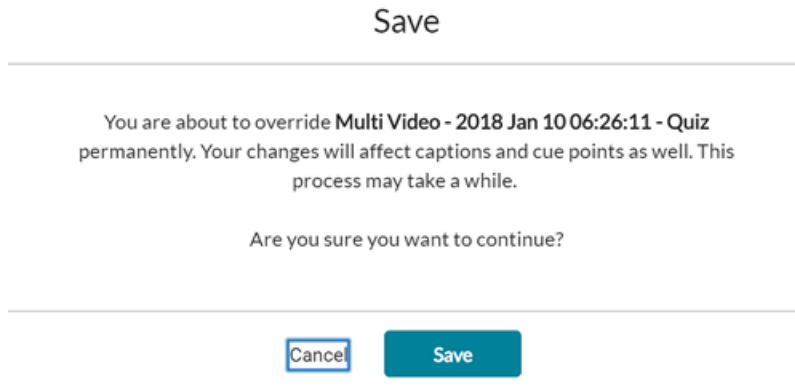
### Create a Copy of the Media

Clip of Multi Video - 2018 Jan 10 06:26:11 - Quiz

Cancel
Create

- 9.

- a. Enter the new for the clip or use the default name and click Create.  
The following screen is displayed when trimming content (Save):



- b. Click Save.

The new media is created and uploaded to your media in MediaSpace or your KAF application.

## Clipping and Trimming Media with Multiple Audio Tracks

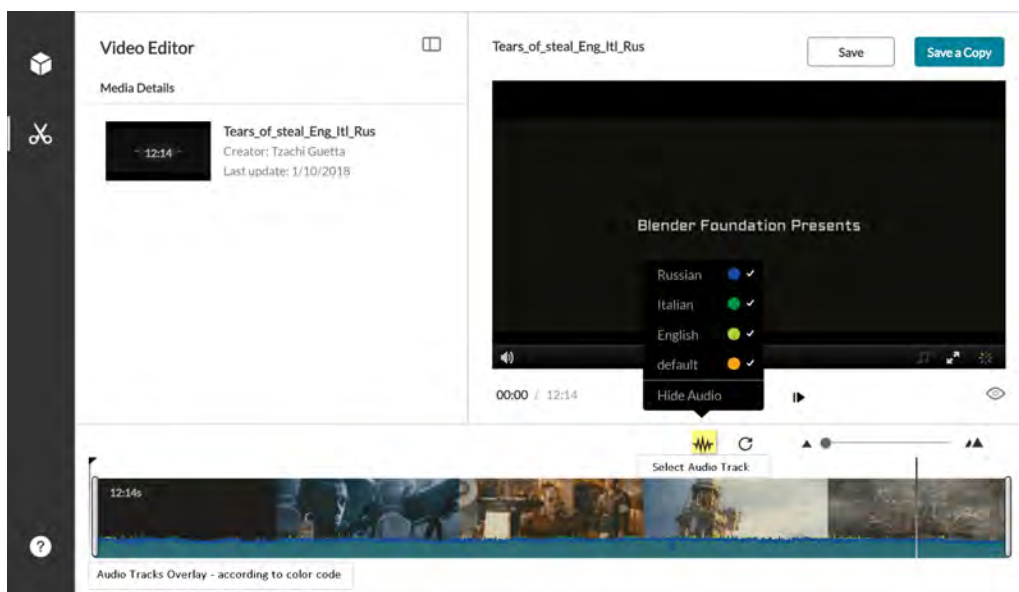
Audio levels are displayed as a visual indication about where to trim or clip the entry. For example, silent moments or the middle of a sentence.

**NOTE:** Configuring your account to enable multiple audio tracks requires Professional Services setup. Please contact your CSM for assistance to set up multiple audio tracks.

### To select the segment for content with multiple audio tracks

1. In KMS or KAF, select an entry. Click Actions > Launch Editor. The Kaltura Video Editing Tool screen is displayed.
2. Select the Edit Tab and click the Audio icon to view the available audio tracks for the selected entry as well as an Hide Audio option to hide the audio tracks.

All audio tracks for the entry are shown by default. Audio levels are represented in the timeline for the primary entry.



3. Select the audio tracks you want to display on the timeline. The maximum number of audio tracks for an entry is 8.

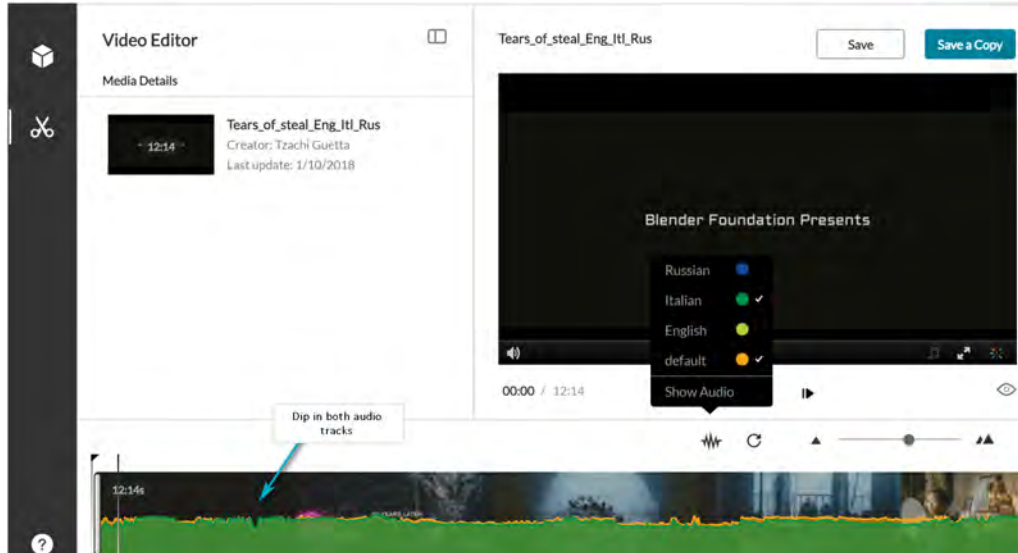
The timeline displays the entry you selected with the audio tracks overlaid (color coded) and allows you to view where to create a segment based on changes in the audio tracks.

- You can toggle between audio tracks by selecting different tracks to display on the timeline.

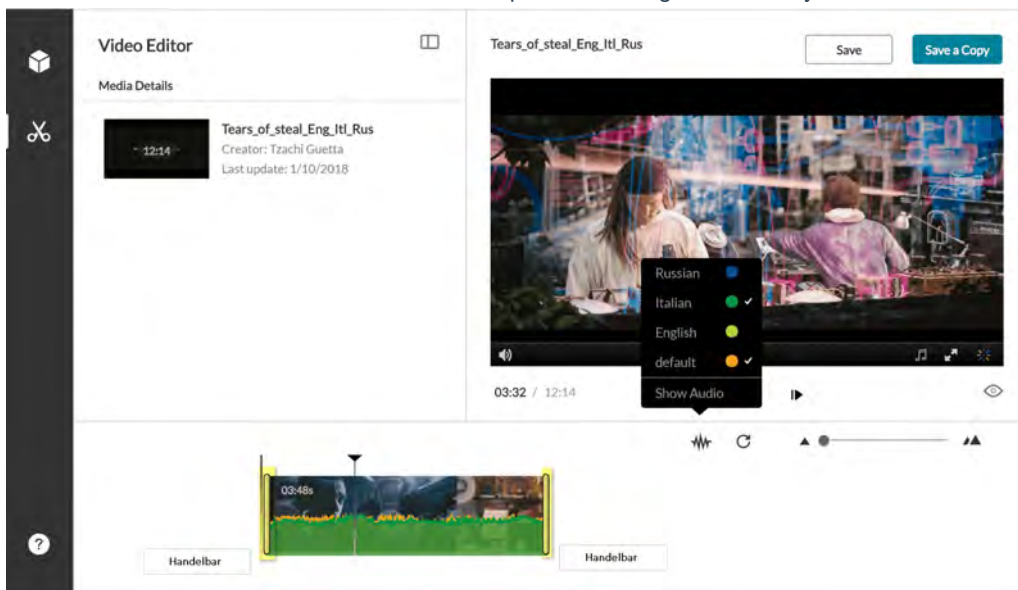
For example, you may want to create a clip, or trim the video where all languages concur at silent moment at the same time. Creating a clip or trimming the video at that point, would avoid cutting off the clip or trimmed video in the middle of a sentence.

- Use the zoom slider to increase the visual granularity.

The following screen shows a dip in both audio tracks selected (default and Italian).



- Use the handlebars at both ends to move to the point in the segment where you want to trim or clip the content.



- Click the Preview icon to preview your clip or trimmed media.
- Click Esc to exit Preview mode.
- When satisfied with your choice of the segment, click Save or Save a Copy.

The following screen is displayed to create a clip (Save a copy):



Create a Copy of the Media

---

Clip of Tears\_of\_steal\_Eng\_Itl\_Rus

---

Cancel
Create

10.

- a. Enter a name for the clip or use the default name and click Create. The following screen is displayed when trimming content (Save):

### Save

---

You are about to override **Tears\_of\_steal\_Eng\_Itl\_Rus** permanently. Your changes will affect captions and cue points as well. This process may take a while.

Are you sure you want to continue?

Cancel
Save

- b. Click Save.

11. The new media is created and uploaded to your media in MediaSpace or your KAF application.

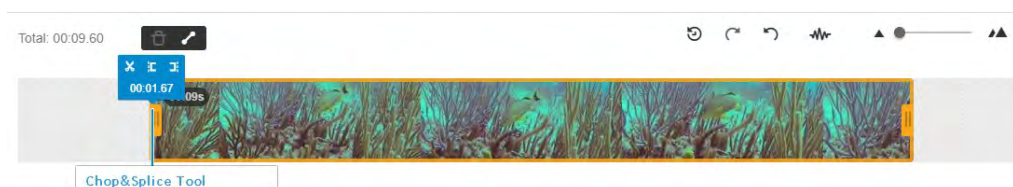
## Chop and Splice Media

### Terminology

Chop and Splice - A chop, also known as a split, is referred to when you remove a section of your video clip. You cut the media in two places and lift out the middle section and join the other segments of the video back together (splice). For example, If you have a long video, you might want to chop/split it into sections to work with separately. When you join the two video clips together, you splice them.

The Real-Time Marker is used to cut and split the video segment.

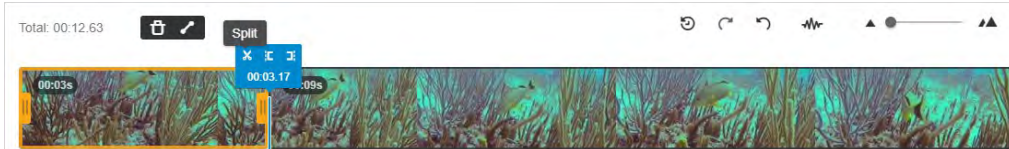
Use the yellow handlebars to set the range of the video clip. See [Setting the Range](#).



### To Chop and Splice Media

1. Move the Real-Time Marker to the point where you want to cut/chop the video.
2. Click the Scissors to split/cut the video into two segments. You can repeat this step to create multiple segments on

your timeline.

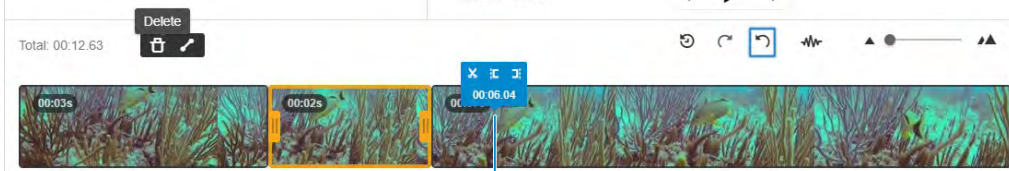


3. Move the Real-Time Marker to the point in the timeline that you want to continue with, after you cut your first segment.

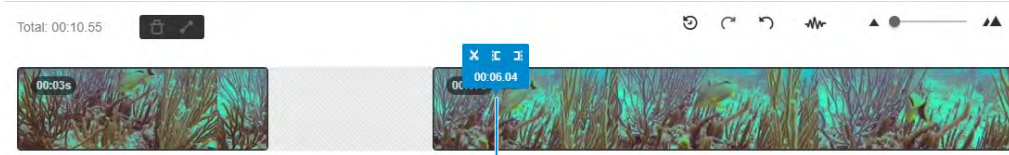


In this example there are three segments on the timeline and the intent is to cut out the middle section and splice the other remaining segments.

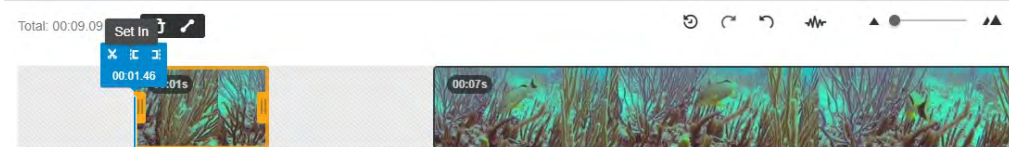
4. Click on the segment that is to be removed and then click on the Trash icon to delete the marked segment. The Real-Time Marker may be moved and has no effect on the deletion of the segment.



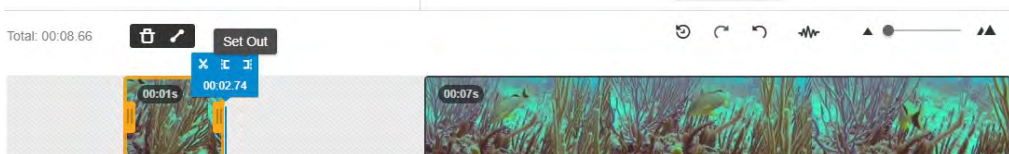
The timeline is displayed without the "cut" segment.



5. You can also move the Real-Time Marker to the point where you want your video segment to start and click the Set In icon. The timeline handlebars automatically move to the point where you want the segment to begin.

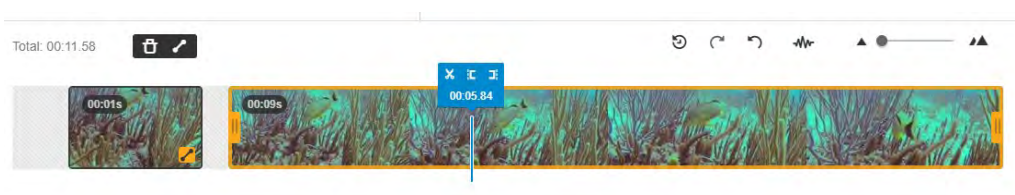


6. Move the Real-Time Marker to the point where you want your video segment to end and click the Set Out on the scrubber. The timeline handlebars automatically move to the point where you want the segment to end.



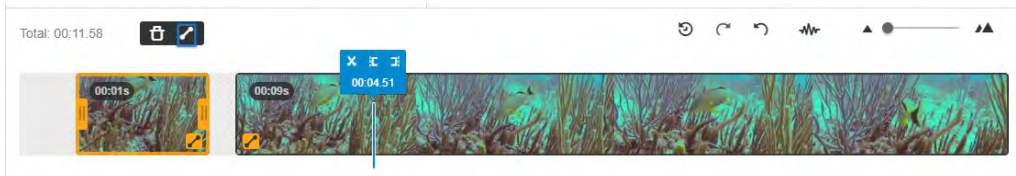
7. Repeat this process for each segment on the Timeline.

At any point you can also move the yellow handlebars to extend the segment on the timeline.



## To splice the video with fade out and fade in effects

1. Click on the segment that you want to apply a fade in or fade out effect.
2. Move the Real Time Marker to select the fade in/out point on the Timeline.
3. Click on the Fade In/Out icon and select the amount in seconds for the fade in/out.
4. Click on the segment that you want to display as continuous and then select the fade in point on the Timeline. Click on the Fade In/Out icon and select the amount in seconds for the fade in.
5. Fade markers are indicated on the point of the segments to show where the fade out and fade in points begin. You can do this for each segment.



# Kaltura Video Editing Tools - Quiz Tab

Last Modified on 04/21/2021 8:12 pm IDT

## Kaltura Video Editing Tools Quiz Tab

This article describes how to use the Kaltura Video Editing Tools Quiz Tab and is intended for KMS/KAF users that want to create or edit quizzes.

## Creating and Editing Video Quizzes

Use the Kaltura Quiz Editor to:

- Create a Video Quiz
- Edit a Video Quiz

## Best Practices

The following points cover the best practices, as recommended by Kaltura for quiz creators:

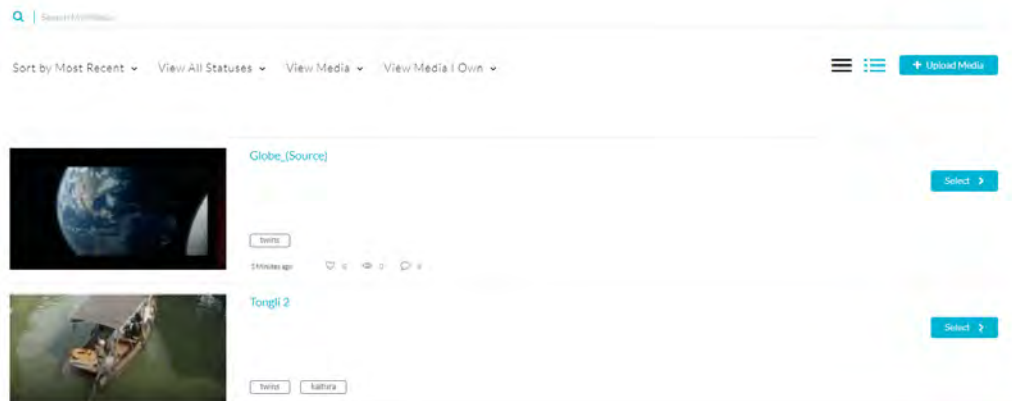
1. Be sure to shuffle your answers.
2. All incorrect answer options should be plausible.
3. It is not recommended to use "all of the above" and "none of the above" as wrong-answer options.
4. Make sure the question is meaningful by itself and represents a definite problem.
5. Keep answer lengths similar.
6. Try not to create trick questions, but rather allow for constructive learning.
7. Use only one correct answer and make sure that it is clear why the others are not the correct options.
8. It is recommended to place the quiz questions at least 1/2 a second apart.
9. It is recommended to put the last question at the end of the video to keep the user engaged through the entire subject.

## To create a quiz

1. Login to your My Media instance.
2. Select Add New > Video Quiz.  
The Editor / Media Selection page is displayed.

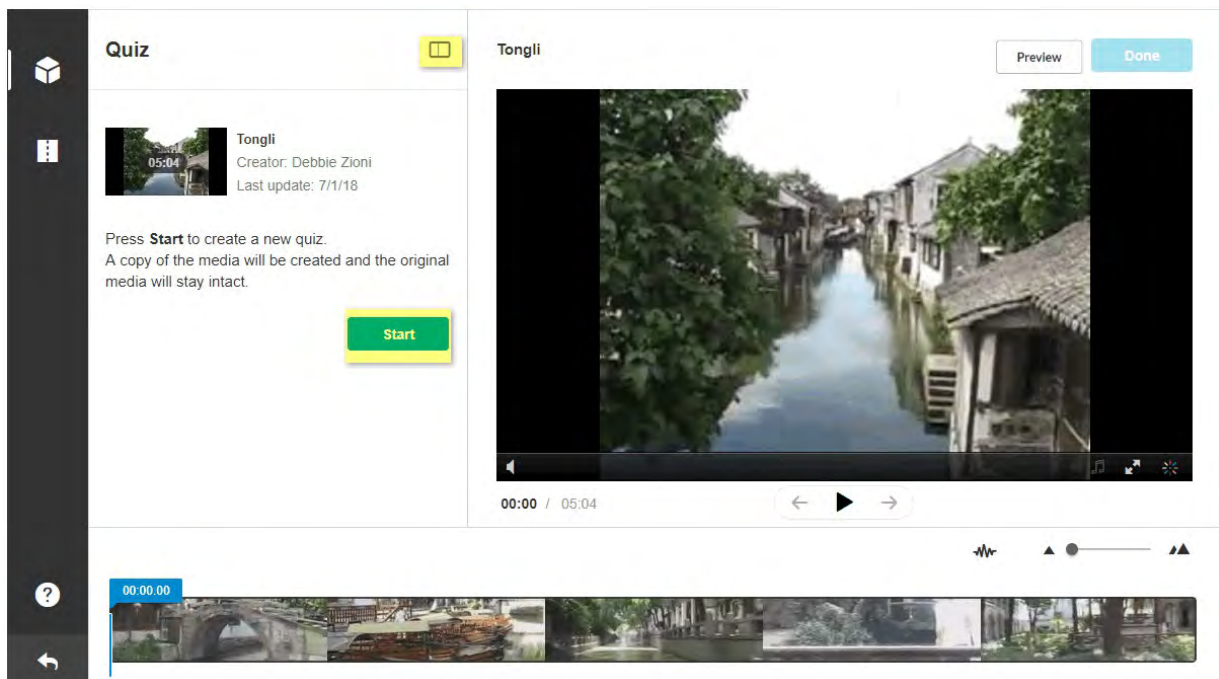
### Editor / Media Selection

Please select the media you would like the quiz to relate to. You can either select an existing media or upload a new one.



Note : You may create or modify a quiz from Audio and YouTube entries.

3. Click Select next to an existing media you want to create a Quiz from.  
or,click Upload New Media, to upload a new media for your Quiz.  
The Kaltura Editor is launched, and the Quiz tab is selected with your chosen media.
4. Click Start to create the Quiz.  
A copy of the media is created, and the original media is retained.
5. Use the Expand/Minimize icon to minimize/expand left pane to allow a cleaner view.



**Optional** - Steps 6 through 8 include all options in the Quiz Editor with their default values. Open each section to modify the default values for the selected media entry.

6. Click the Details tab. Default values are displayed. You may Revert to defaults at any time.

### Details Tab

Upon Submission:	Resulting Display for the end-user
Quiz Name	Quiz Name
Welcome Message	The message that is displayed on the first screen of the quiz. If you disable the Welcome message display, viewers will not be able to see the Pre-test question list.
Allow Download of Questions List	Allow viewers to download the list of questions before starting the quiz.
Instructions	The following text will be displayed: "All questions must be answered. The quiz will be submitted at the end."

7. Click the Scoring tab to set or modify the scoring options. Default values are displayed. You may Revert to defaults at any time.

#### Scoring Tab

Upon Submission:	Resulting Display for the end-user
Allow Multiple Attempts	Allow viewers to take the quiz more than once. See <a href="https://knowledge.kaltura.com/help/kaltura-video-editing-tools-quiz-tab#retake">Multiple Attempts and Scoring - Retaking a Quiz</a> ( <a href="https://knowledge.kaltura.com/help/kaltura-video-editing-tools-quiz-tab#retake">https://knowledge.kaltura.com/help/kaltura-video-editing-tools-quiz-tab#retake</a> ) for more information. The minimum is 2 attempts per quiz.
Do Not Show Scores	A 'Thank You' message will display after submitting the quiz. No scores will be presented to the quiz-taker.
Show Scores	Your viewers will see the quiz score page after the quiz is submitted.
Include Answers	Your viewers will be able to see correct/incorrect answers, as well as the correct answer's rationale if you chose to add it during the quiz creation (add link to where we talk about the "Why" button)

8. Click the Experience tab to set or modify the experience options. Default values are displayed. You may Revert to

defaults at any time.

#### Experience Tab

Option	Resulting Display for the end-user
Allow answers change	Your viewers will be able to change an answer before submitting the entire quiz, during review mode.
Allow Skip	Users will be presented with the "Skip for Now" button.
Do not allow skip	Users must submit an answer before proceeding forward.
No seeking forward	Users will not be able to use the seek bar to navigate the video past the point they viewed.

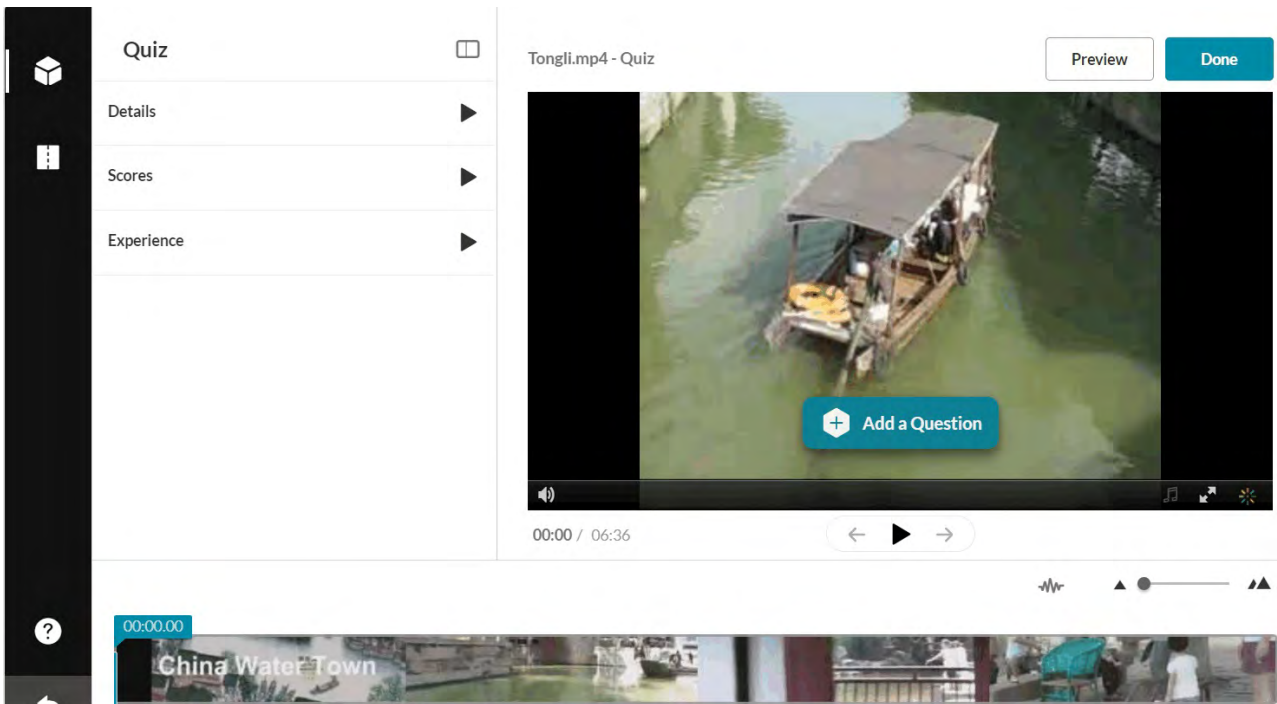
Click Save after each time you modify any option.

## Adding Questions and Answers to Your Quiz

This section describes how to add, edit and delete questions for the media quiz.

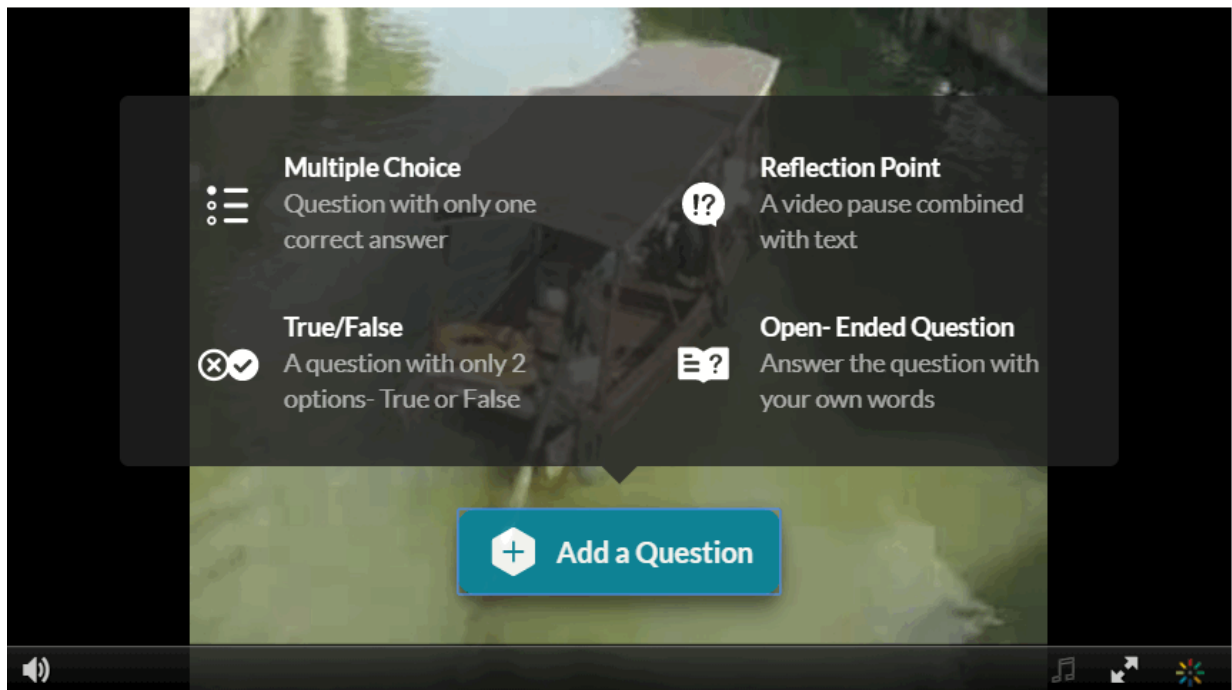
**NOTE:** Each question is saved with a question indicator/cue point on the Timeline. The question indicators/icons are spread on the Timeline as a reference and may overlap other cue points on the Timeline. If you place two questions too close to each other, it may be difficult to detect between the overlapping cue points. You may edit the location/cue point of the quiz questions by dragging the quiz question indicator.

After you click the Start button or select to edit an existing quiz, the quiz question icon and text Add a Question is displayed on the player.



Click Add a Question to:

- Select the question type.



- Create Hints
- Create Rational (Why)

It is highly recommended that you place your final question close to the end of the video. After every question, the video continues from the point the video stopped before the question). Placing the final question near the end keeps the user engaged until the video topic is completed.

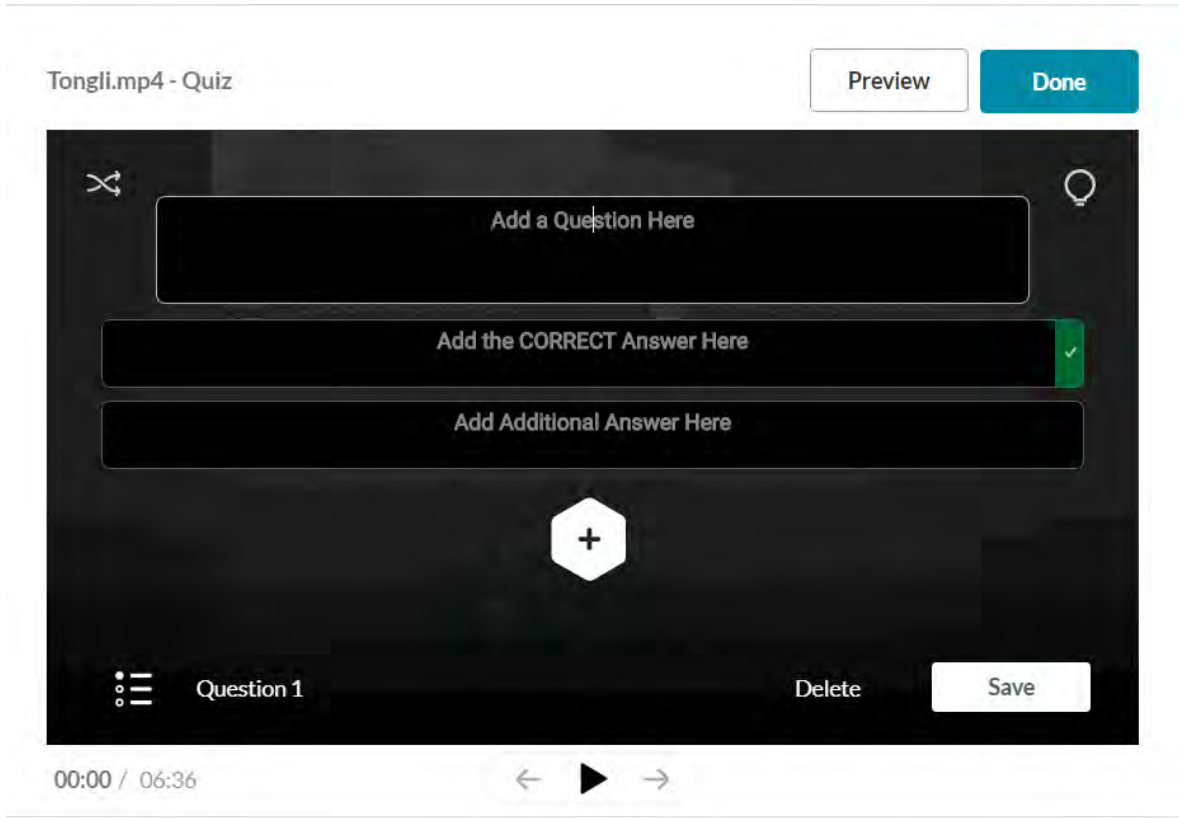
### To create the quiz questions and answers



1. Play the video or move the media's real time marker to the desired point in the video's timeline.
2. Select a question type.

The following question types are available:

- **Multiple Choice** - Question with only one correct answer.



The screenshot shows the Kaltura quiz editor interface. At the top left, the video title is "Tongli.mp4 - Quiz". To the right are "Preview" and "Done" buttons. The main area is a dark video player with three text input fields: "Add a Question Here", "Add the CORRECT Answer Here" (with a green checkmark on the right), and "Add Additional Answer Here". A central hexagonal button with a plus sign is visible. At the bottom of the player, there is a "Question 1" label, a "Delete" button, and a "Save" button. Below the player is a video control bar showing "00:00 / 06:36" and navigation icons (back, play, forward).

- **True/False**

Tongli.mp4 - Quiz Preview Done

Add a Question Here

true ✓

false ✗

⊗ ✓ Question 1
Delete Save

00:00 / 06:36 ← ▶ →

- **Reflection Point**

Tongli.mp4 - Quiz Preview Done

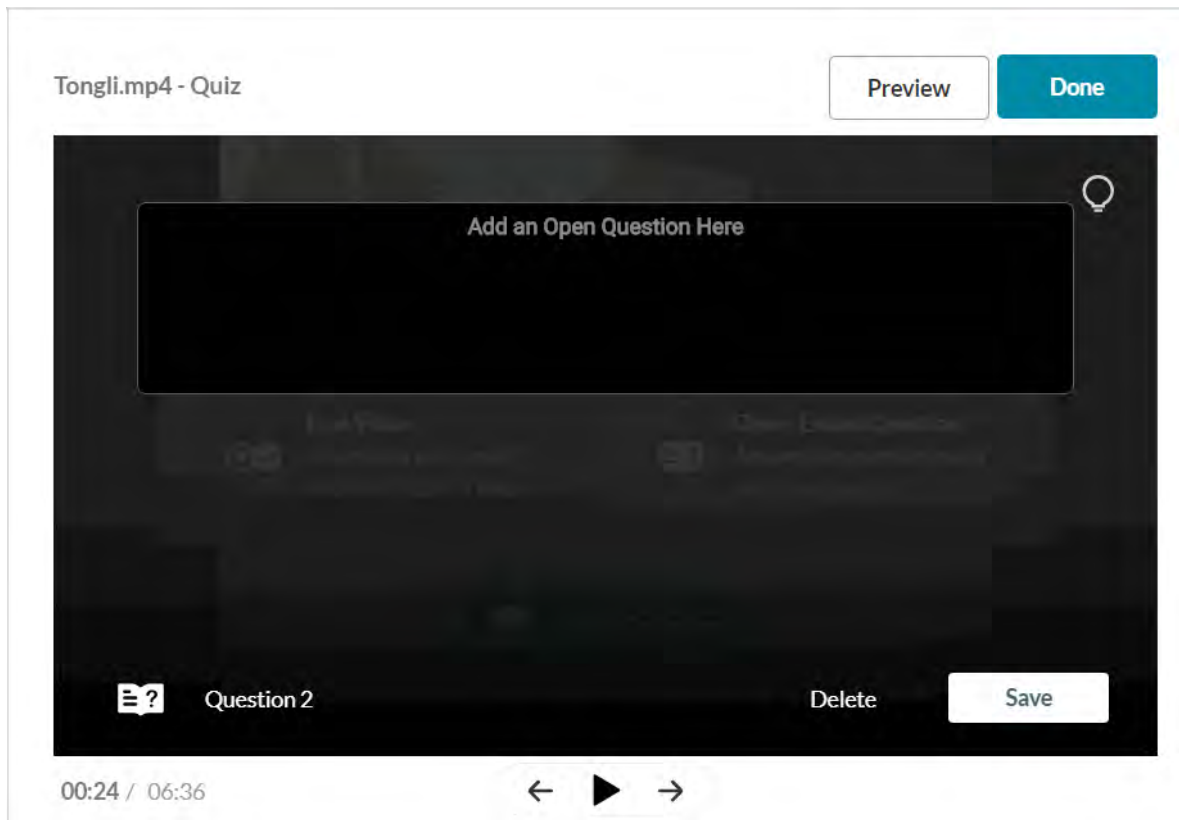
Add reflection point text here

! ? Question 2
Delete Save

00:24 / 06:36 ← ▶ →

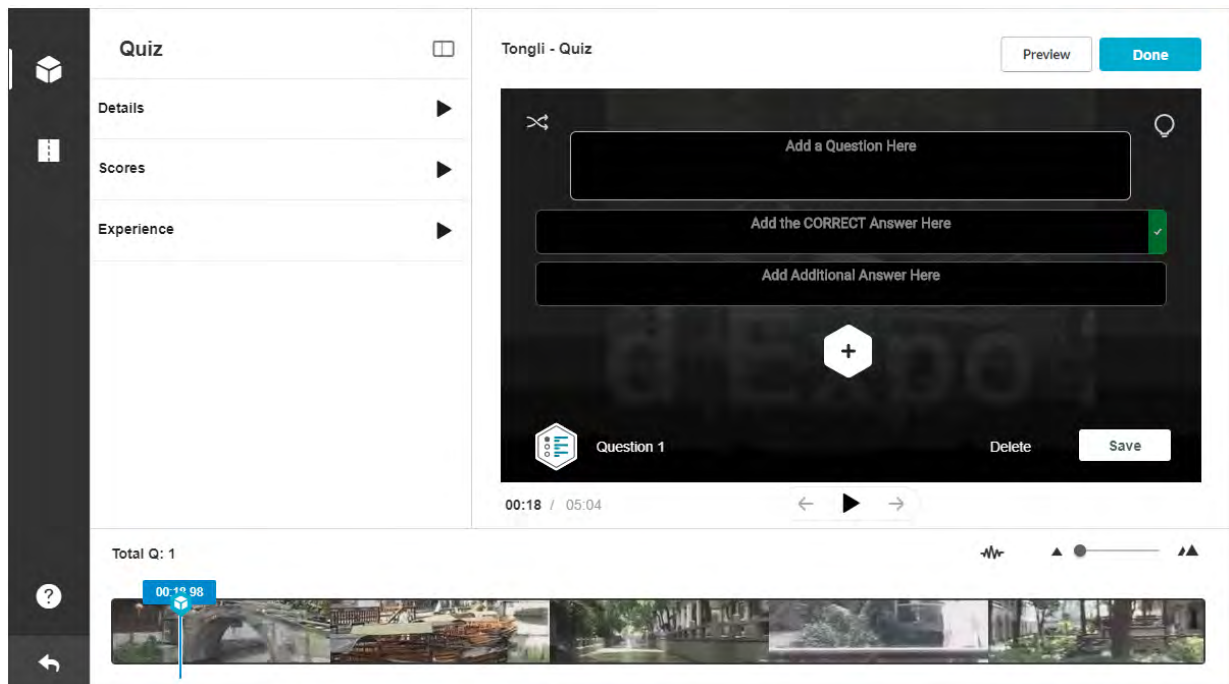
- **Open Question** - allows you to present the quiz taker with the option to add free text. After the quiz is submitted, the quiz owner can look at the written response and write notes. see [Quiz Reporting](#) for more information. The Quiz Module must be configured by your administrator to have this feature enabled. See the

Kaltura Video Editing Tools - Administrator's Guide ([https://knowledge.kaltura.com/help/kaltura-video-editing-tools---administrators-guide#cfg\\_quiz](https://knowledge.kaltura.com/help/kaltura-video-editing-tools---administrators-guide#cfg_quiz)) on how to enable this feature.



**NOTE:** An Open Question is **not gradable** and is considered in the same way as a Reflection Point is considered. Both question types have no impact on the grade.

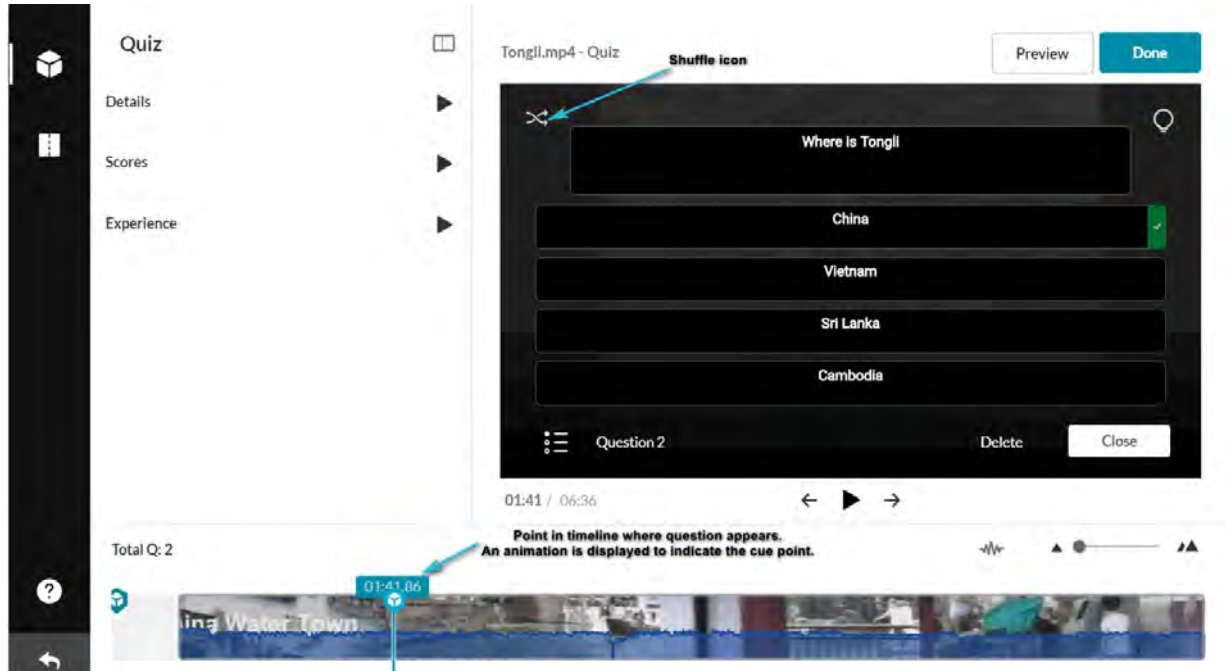
3. Enter the question text.



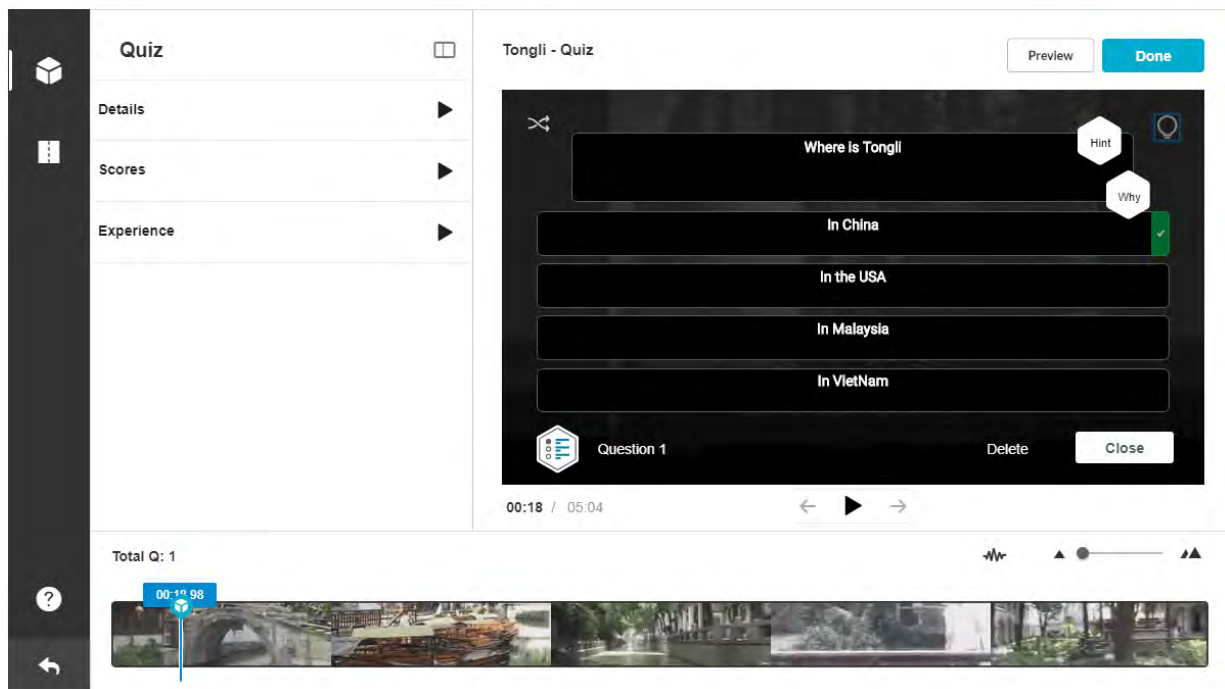
4. (Optional) For questions only, you can add a link. To add a link in Windows: Enter Ctrl K, in MAC Command K. Change the link title to the text to display on the question and change the URL to the desired URL site.

5. In the Add the CORRECT Answer Here field – enter the correct answer.

6. In the Add Additional Answer Here field– enter other possible answers to choose from. Two answers are mandatory. Click the Plus sign to add more answers. You may add up to four answers (maximum).
7. Use the Shuffle icon to shuffle the order of the answers, or hover over the three dots in the answers to manually drag the answers to re-order them. Shuffling your answers will ensure that the correct answer is not presented at the same order every time. The correct answer displays a check mark at the right end of it.



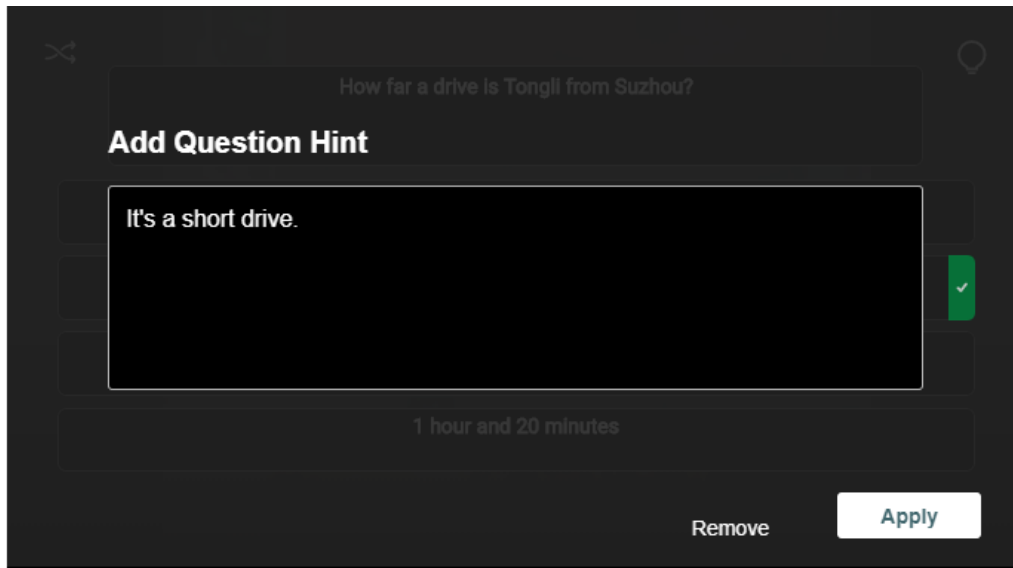
8. To delete an answer, click on the x near the answer. The correct answer cannot be deleted, only modified.
9. (Optional) Before you save the question, you may add a hint to the correct answer. When you finalize the quiz, you may add the Why rational.



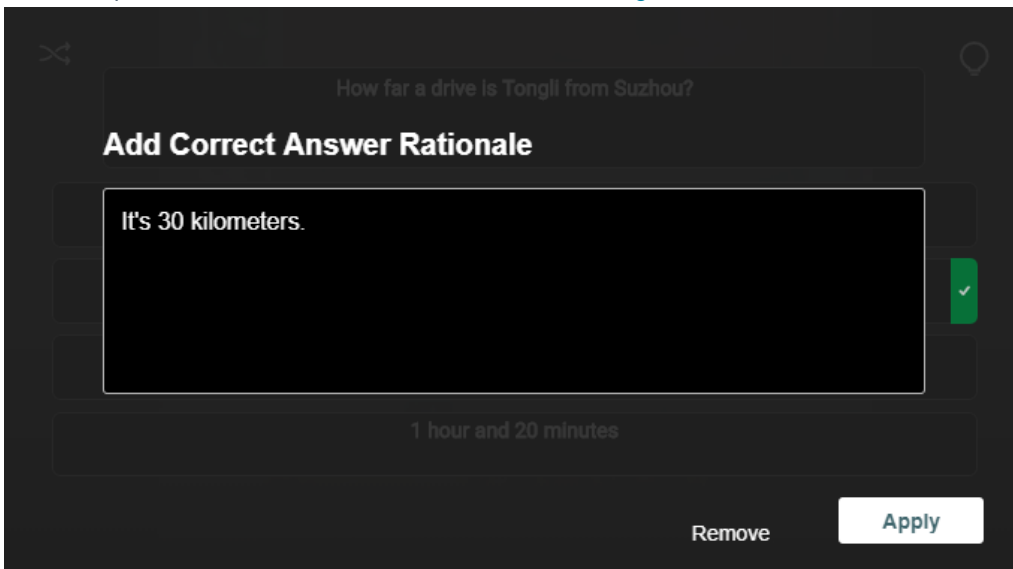
10. (Optional) Click the Lamp Icon. The Hint and Why icons are displayed. A hint contains additional information the

user can choose to see while answering the question. It does not affect the score or any other behavior or parameter of the VQ. The “Why” icon is the rationale of the correct answer, which can explain your users why this is the correct answer.

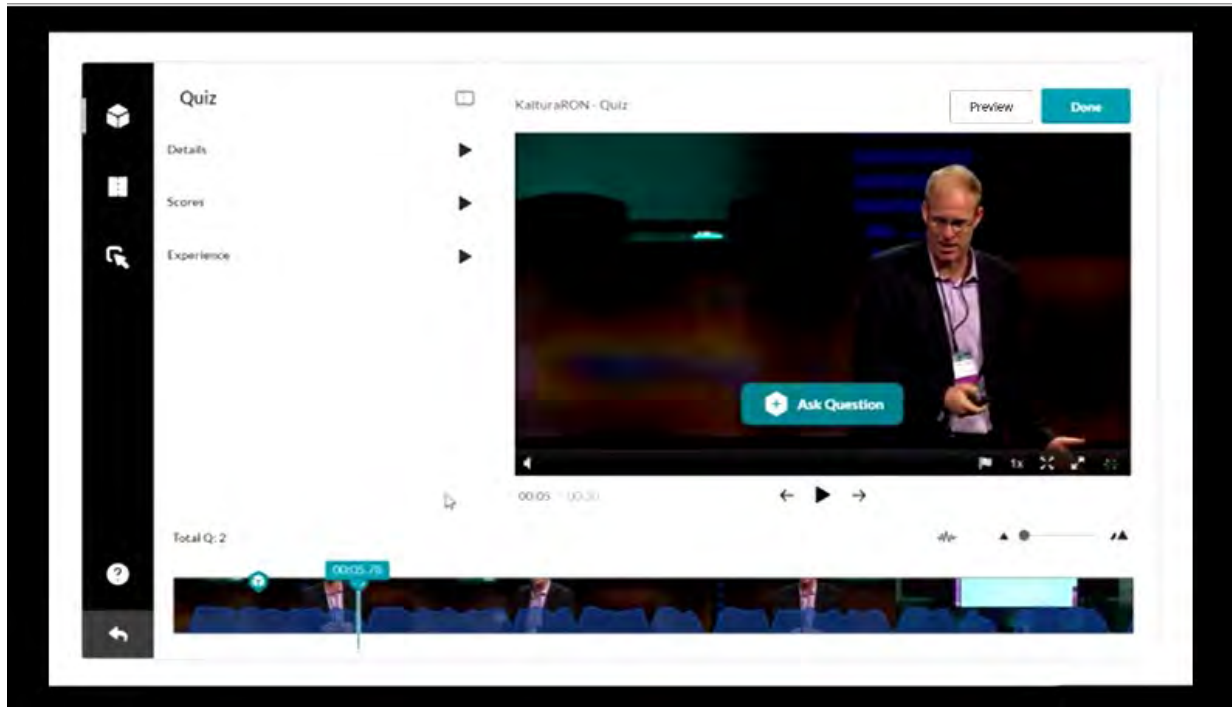
- Click Hint and enter a Hint. Click Apply or Remove. If the question has a hint a small ‘V’ icon is displayed in the Hint icon.



- Click Why and enter the rationale. Click Apply or Remove. The Why comes up only at the end of the quiz and only when the option to [Include Answers](#) is checked in the [Scoring](#) tab.



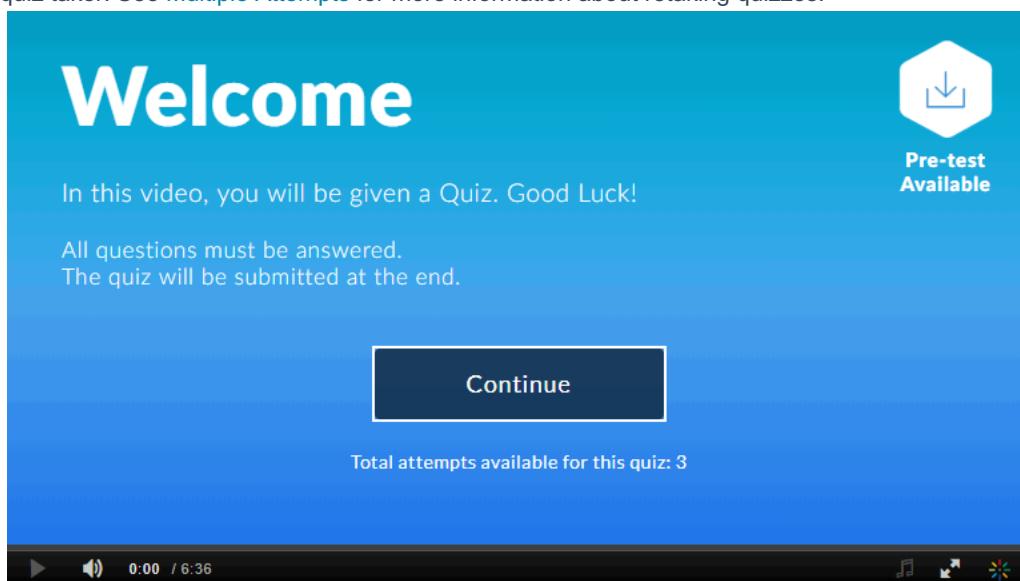
- Click Save to save the question or Delete to delete the question. The question is saved with the question indicator on the timeline. An animation is displayed pointing to the cue point in the time line where the question will be displayed.



- Move the media's real time marker to the desired point in the video's timeline to add additional questions and repeat the steps in this section.
- Note: The questions marked as cue points, may appear too close to each other. To ensure their display, grab the cue point ( real time marker) and move the questions further apart in the timeline. The recommended minimum distance is 1/2 second.
- Click Done when done. The Editor screen is displayed with the quiz questions displayed as cue points on the timeline. In this example, the quiz has 3 questions. The total number of questions is also indicated on top of the timeline.

### To preview the quiz

1. Click on the Eye icon below the player. The following example displays a quiz that has 3 attempts enabled to the quiz taker. See [Multiple Attempts](#) for more information about retaking quizzes.



2. Click Continue to see the quiz you created. Click Escape to exit Preview mode.



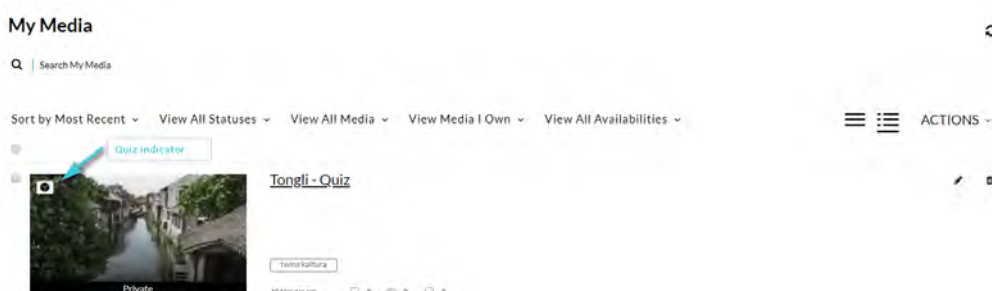
3. Play the video and be certain that the questions and answers are correct and in their proper places in the media. Click on the question cue point to jump to the question.

### To edit a quiz

1. While still in the quiz, click Edit Quiz.
2. Click on the question cue point on the timeline.
3. Enter your changes on the quiz editor screen, and Save.
4. Click on the x near the answer to delete an answer. Click on the 3 dots to shuffle the order of the answers. Click Delete to delete the entire question.
5. To Preview the quiz, click the Eye icon below the player.
6. When you are done creating or editing the quiz, click Done.

### To view or continue editing your quiz

1. Use the Edit tab to continue editing your quiz, or to trim or clip the media. You will see the question icons spread on the Timeline as a reference.
2. Click “Go To Media” to view the quiz in your media list on KMS/KAF.



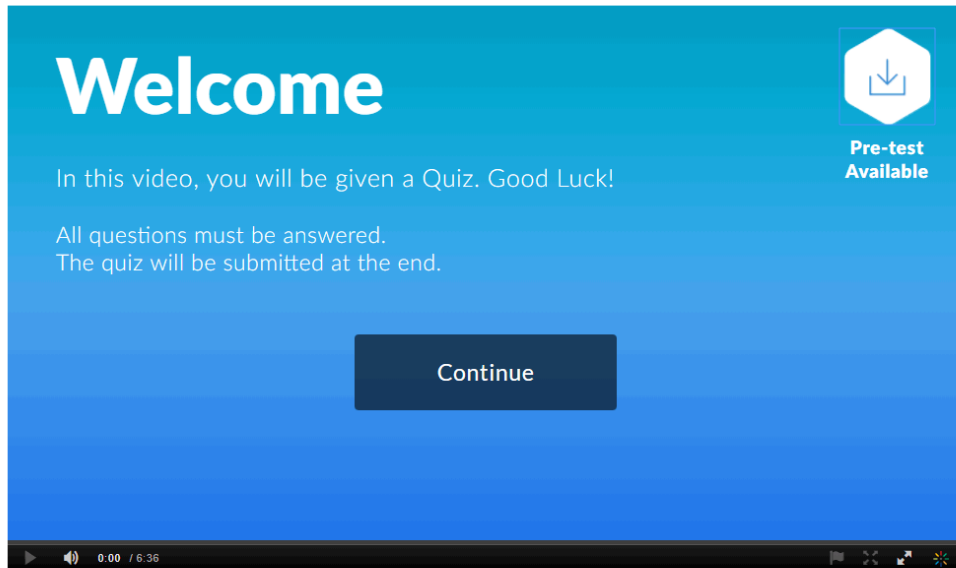
## Viewing the Pre-Test

You can view all the questions and their possible answers before you take the actual quiz. The option [Allow Download of Questions List](#) must be checked in the [Details](#) tab.

Viewing the Pre-test is very useful to students or users that want to prepare the subject matter of the quiz ahead of time.

## ☰ To view the questions before taking the quiz

1. Login to your KMS or KAF instance.
2. Go to My Media.
3. Click on the quiz entry.
4. Play the video.
5. Click on Pre-test Available to open the questions and answers list in PDF format.



### Tongli 2 - Quiz

From Admin User An hour ago • Video Quiz Created from Tongli 2



The questionnaire and possible answers are downloaded to your PC in PDF.

Questionnaire

### **Here are the questions from [Tongli - Quiz]**

**1. Where is Tongli**

Optional Answers:

1. China
2. Viet nam
3. Japan
4. India

**2. Is Tongli A water town?**

Optional Answers:

1. true
2. false

**3. In what year was Tuisi Garden created?**

Optional Answers:

1. 1885
2. 1895
3. 1985
4. 1995

**4. Is Tongli in the province of Sozhou?**

Optional Answers:

**5. Tongli is a very colorful city.**

Optional Answers:



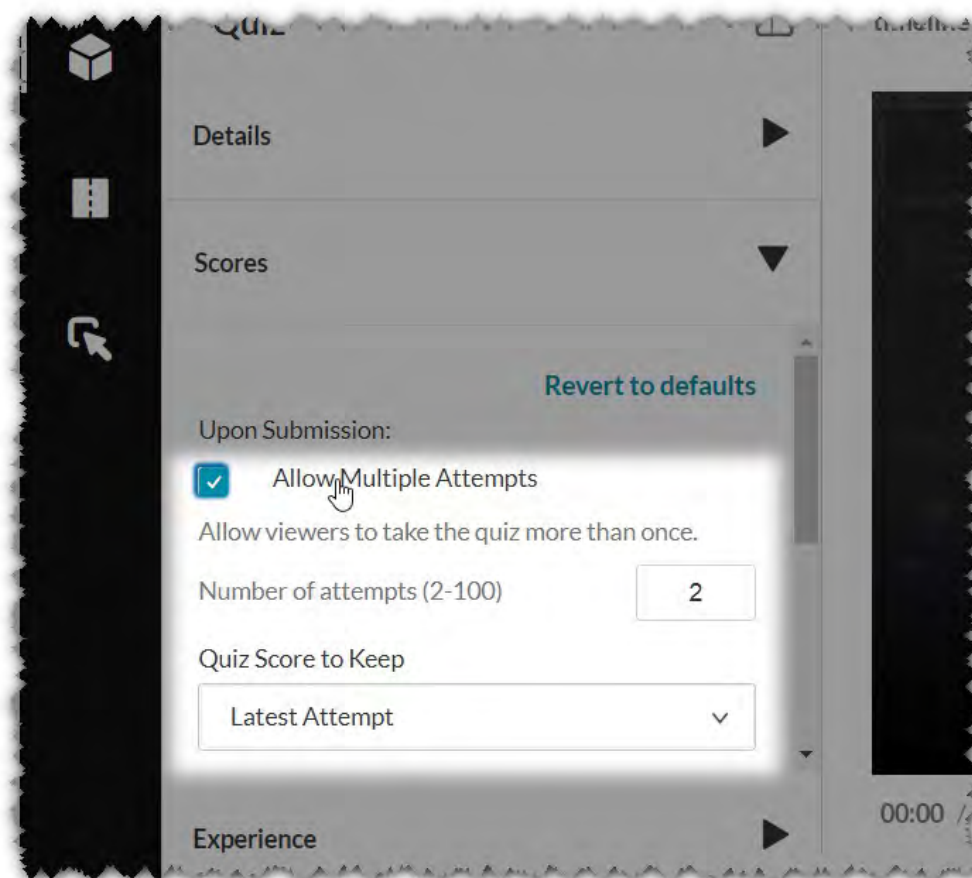
## Multiple Attempts and Scoring - Retaking a Quiz

A quiz creator may select how many attempts a user has to take a selected quiz as well as which score to use (highest, lowest, first, last, average). The Quiz Module must be configured by your administrator to have this feature enabled.

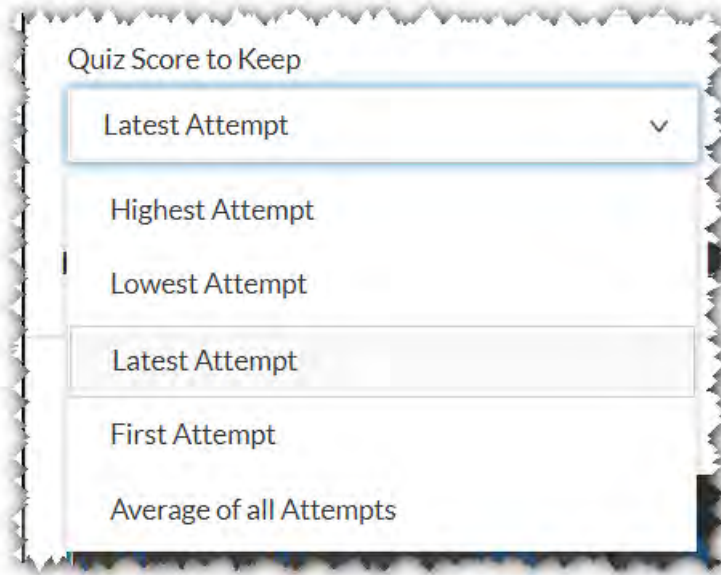
See the [Kaltura Video Editing Tools - Administrator's Guide](https://knowledge.kaltura.com/help/kaltura-video-editing-tools---administrators-guide#quiz) (<https://knowledge.kaltura.com/help/kaltura-video-editing-tools---administrators-guide#quiz>) on how to enable this feature.

### To allow users to retake the quiz

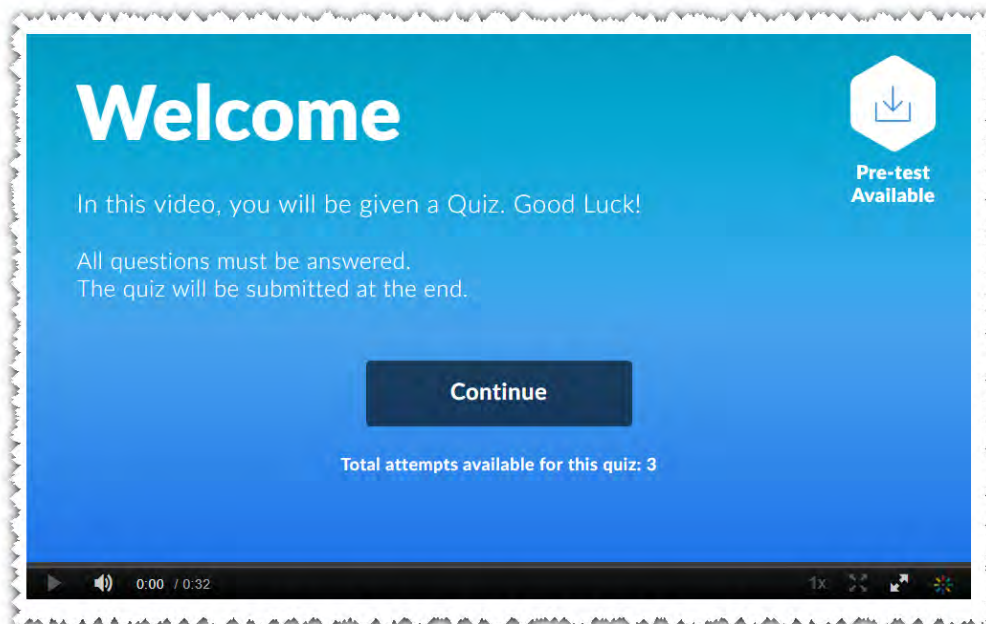
1. Check Allow Multiple Attempts in the [Scoring tab](#).
2. Enter the number of attempts that will be allowed for users to retake the quiz.



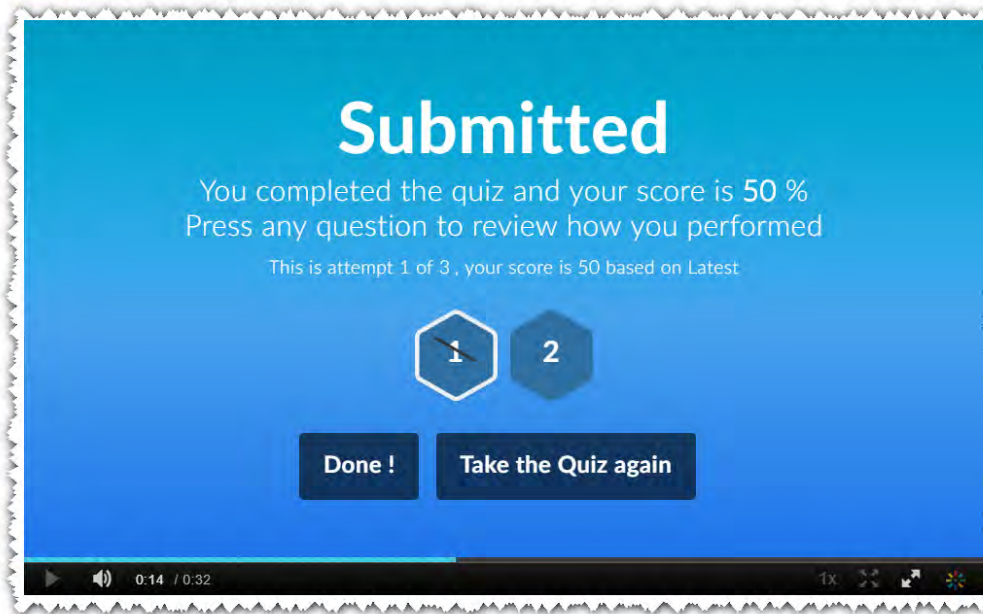
3. Select the quiz score to keep. The quiz creator may determine how the score should be calculated from of the user's attempts. The options are:



If the Welcome screen is enabled for the quiz, the number of attempts left is displayed. The number changes each time an attempt is made to retake the quiz.



After a user submits the quiz, the submitted page will show the current attempts score, and the final score. The quiz taker will be able to see the scoring selection that the quiz creator is using.



Users will not be able to see previous answers they submitted after they select Take the Quiz again.

## Taking the Quiz

See [Kaltura Video Quizzes - How to Take a Quiz](https://knowledge.kaltura.com/help/kaltura-video-quizzes---how-to-take-a-quiz)(<https://knowledge.kaltura.com/help/kaltura-video-quizzes---how-to-take-a-quiz>) .

# Kaltura Video Quiz Moodle Gradebook User Guide

Last Modified on 04/05/2021 8:45 pm IDT

This article describes how to create an assignment that uses Kaltura's Video Quiz feature and integrates with the Moodle Grade Book.

To create an assignment using Kaltura's Video Quiz (VQ) that integrates with the Moodle Grade Book

1. Create a video quiz in your My Media – See [How to create a Quiz with VQ](#).
2. Select "Turn editing on".
3. Select "Add an activity or resource" in the relevant section.
4. Select "External Tool", click Add.
5. In the "Preconfigured Tool" select "Kaltura Video Quiz" (or the new tool name you configured).
6. Select "Select Content".
7. Select a quiz from My Media or create a new one.
8. Define your grade settings (please note scale is not supported) and other configuration. Click "Save and Display".

When students answer and submit their quiz, see [Taking a Quiz \(https://knowledge.kaltura.com/help/kaltura-video-quizzes---how-to-take-a-quiz#taking\\_a\\_quiz\)](https://knowledge.kaltura.com/help/kaltura-video-quizzes---how-to-take-a-quiz#taking_a_quiz), the grade is automatically sent to the Moodle Grade Book for the relevant assignment and student.

# Kaltura Video Editing Tools - Hotspots Tab

Last Modified on 05/12/2020 12:54 pm IDT

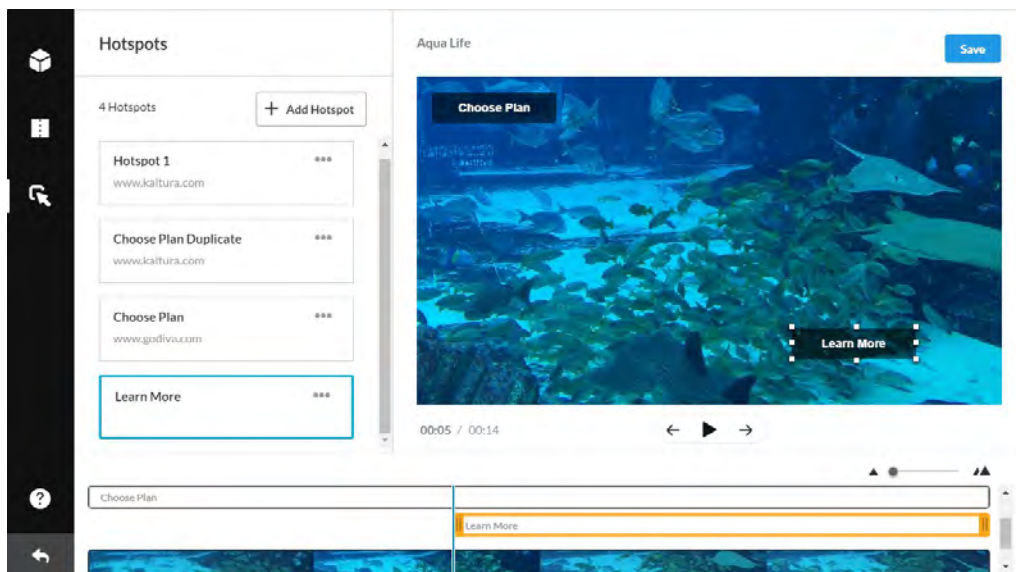
## Editing Media Using the Hotspots Tab

Use the Kaltura Hotspots tab to:

- [Create Hotspots](#)
- [Edit Hotspots](#)
- [Delete Hotspots](#)
- [Duplicate Hotspots](#)
- [Save Hotspots](#)

After you create and save hotspots you can view them on the video.

## Hotspots Window Layout



The Hotspots window has three main areas:

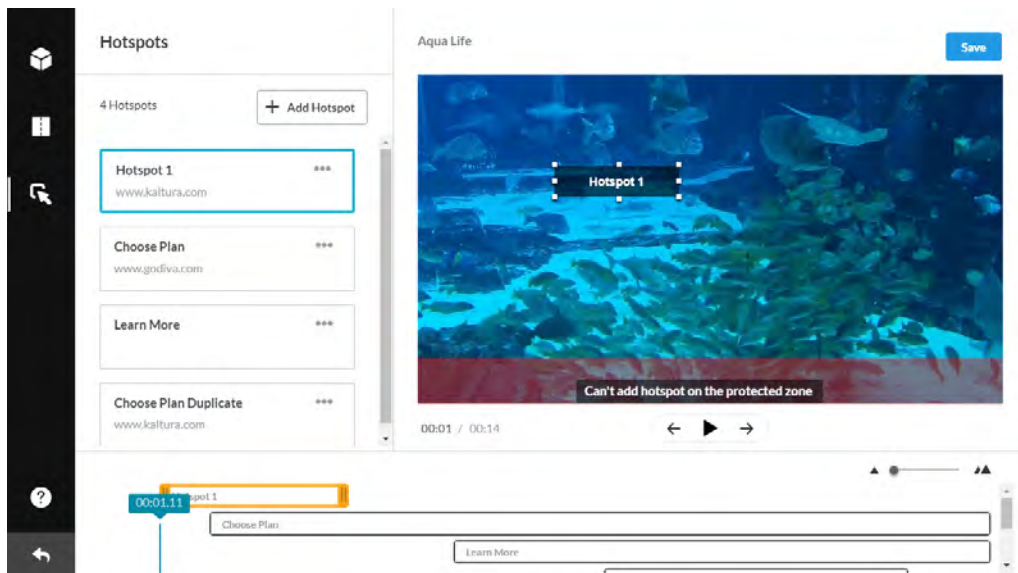
- Left pane – Displays your media details and all the hotspots created for that media.
- Right pane – Consists of:
  - Media Player - The Kaltura Editor Player defined in the Editor Module by your system administrator. Use to Preview your timeline modifications.
  - Real-Time Input
  - Play/Pause/Jump to start of next hotspot/Jump to start of previous hotspot buttons
- Bottom pane – Displays the Timeline. The Timeline can be zoomed in/out to allow improved granulation of the time line, and fine-tuning, and give a broader perspective when zoomed out.

The Timeline includes the following icons and tools:

- o Real Time Marker
- o Zoom marker - use to enlarge the timeline display granularity
- o Handlebars - Use to snap to a certain point on the video segment

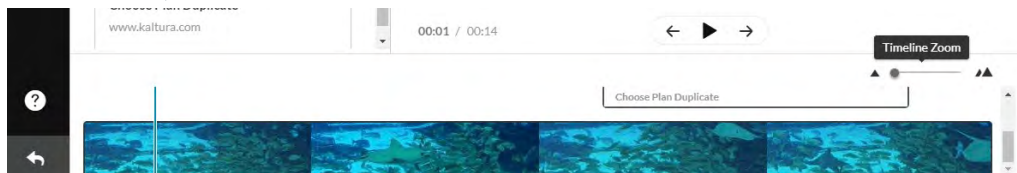
## Hotspots Tab Player - Safe Zone

The bottom of the player, a visual rectangle, is reserved for player configuration and fields. Hotspots may not be created on this area and a warning message is displayed.



### To zoom in/out of the Timeline

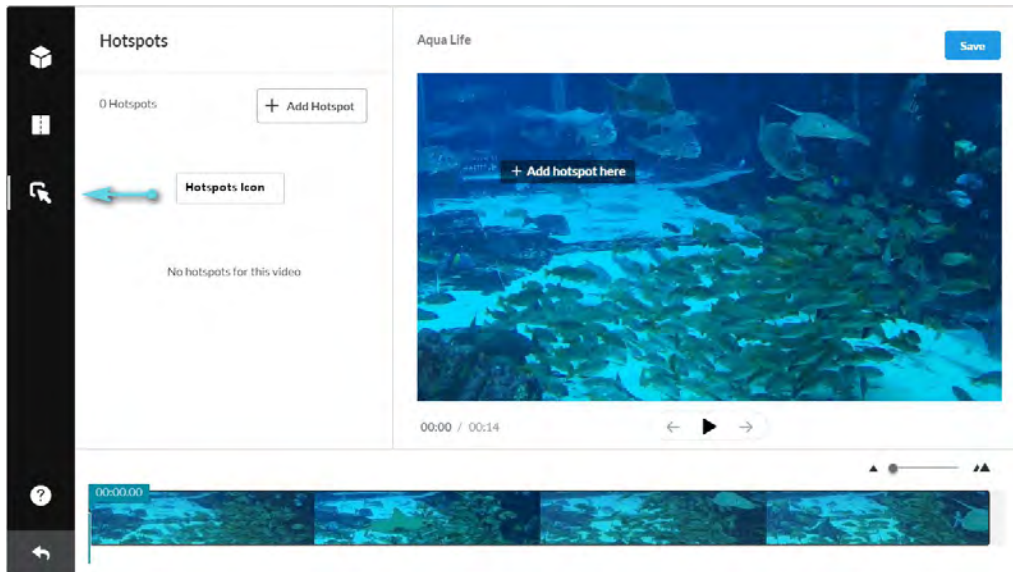
- Drag the Zoom marker to the level of granularity you want to see. This naturally will increase the length of the visible Timeline, since more frames will be viewable.



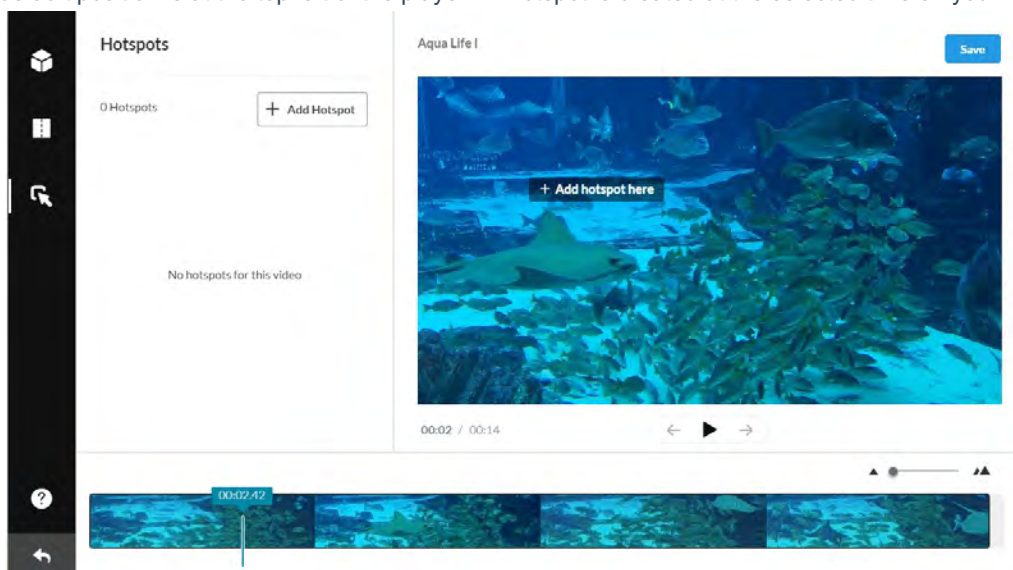
## Creating Hotspots

### To create hotspots

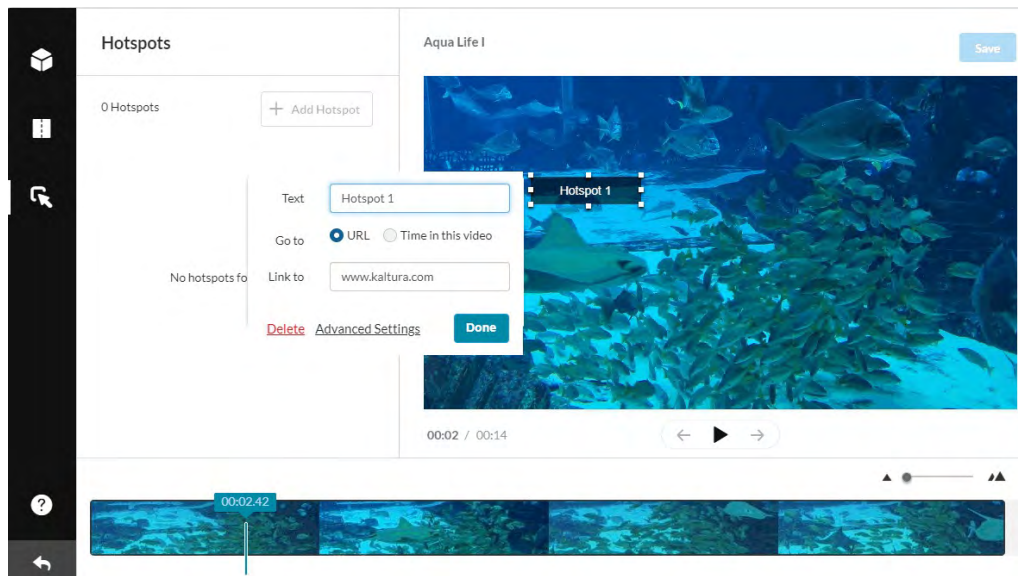
1. Launch the Kaltura Video Editor and click the Hotspots icon.



2. Click Play. (Optional) You can place a hotspot right on the video start, or seek straight to a certain point. You can also click play and add the hotspot after pausing.
3. Click +add Hotspot or hover over the player display area and click +Add hotspot here text. If hovering over the player, the hotspot is created over the selected position when clicking. If you use the button (in the left pane) the default position is at the top left of the player. A hotspot is created at the selected time on your media.

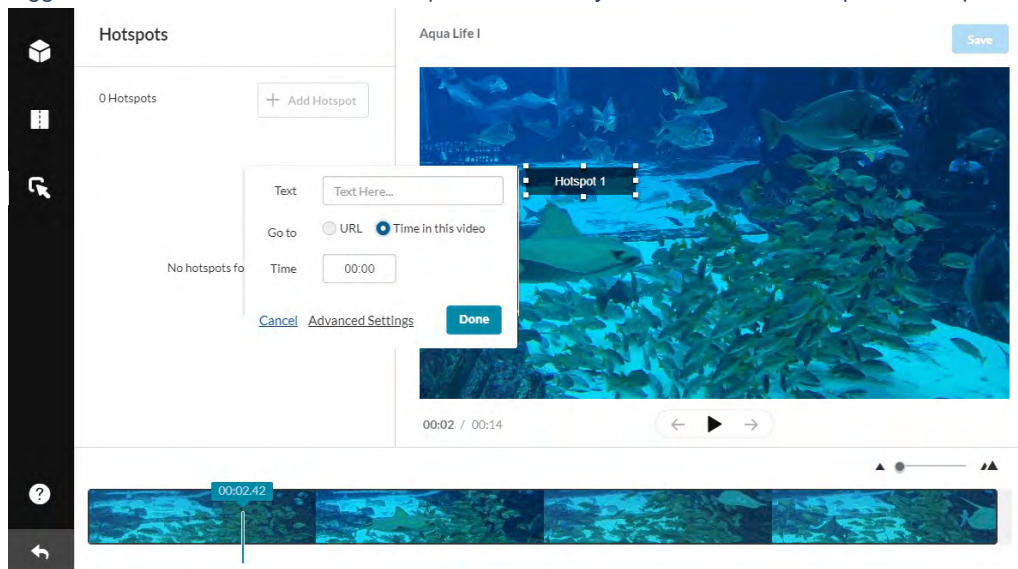


4. Create a hotspot. Enter Text for the Name of the Hotspot.
  - a. Toggle Go to URL and enter a URL in the Link to field. Both Text and Link to fields are optional. You may want to create a transparent hotspot.



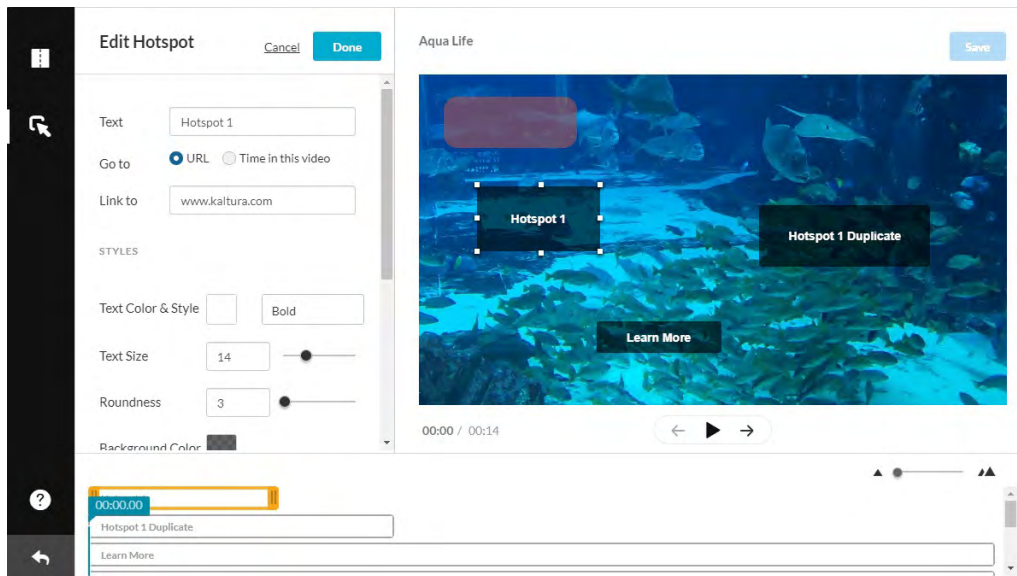
or

- b. Toggle Time in Video. The Text field is optional. You may want to create a transparent hotspot.



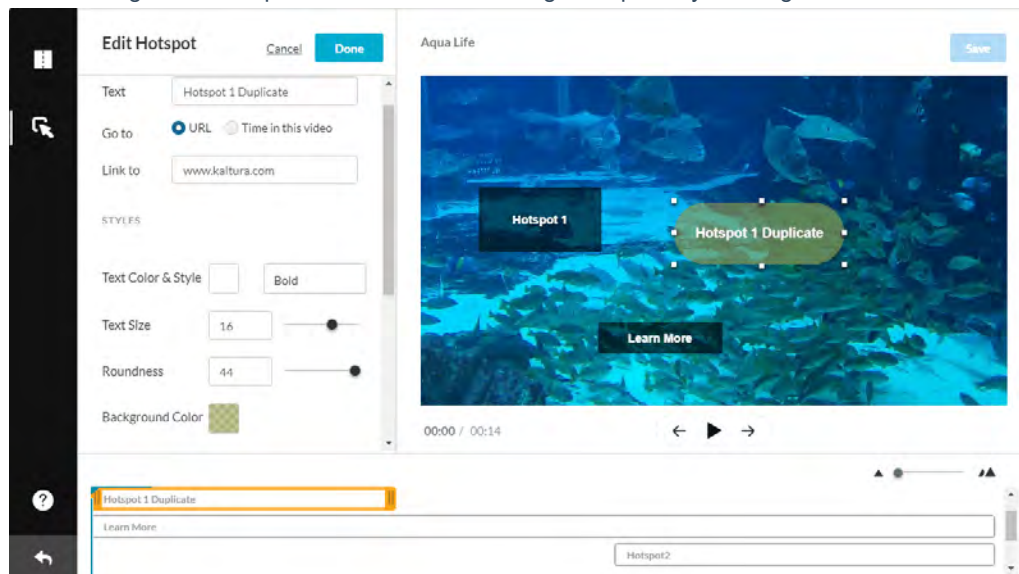
5. (Optional) You can drag and drop the hotspot to another location on the player. The position and size can later be accurately adjusted with keyboard input, using the Advanced Settings panel
6. Click Advanced Settings to modify the other settings, for example the display style and position for the selected hotspot.





- Click on the box next to Text Color to open the color palette and change the text color and use the drop down to change the font weight.
- Use the slider to control the roundness.
- Select a background color from the Background palette.

The following is an example of the Advanced Settings hotspots style change:



- Scroll down to set the position, size and start and end times for the selected hotspot. The position may be used to align your hotspots accurately on the display and depends on the player boundaries. The size is in pixels and should conform to your display screen configuration.

Position	<input type="text" value="280"/>	<input type="text" value="270"/>
	X	Y
Size	<input type="text" value="128"/>	<input type="text" value="40"/>
	Width	Height
TIMELINE		
Start Time	<input type="text" value="00:02:32"/>	
End Time	<input type="text" value="00:02:40"/>	

- e. Enter the Position in x y coordinates. The 0,0 point is the top left of the player.
- f. Enter the Width and Height. You can also resize the hotspot using the handlebars. See [Resizing the Hotspot](#).
- g. Enter the Start and End Time for the selected hotspot.

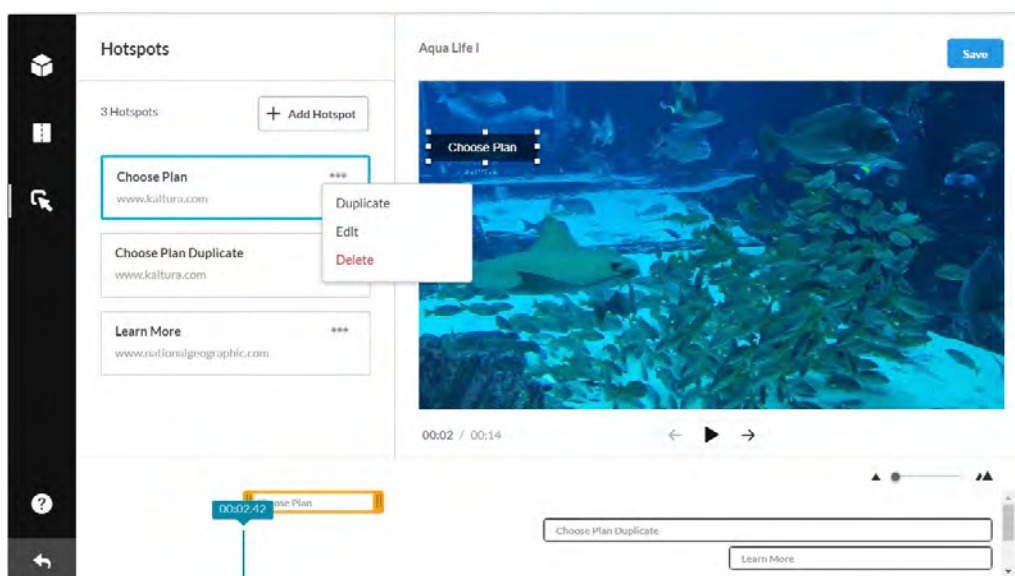
7. Click Save to save your hotspots.

The hotspot is listed under your Hotspots list in the left pane. The duration of the hotspot is highlighted in the timeline in yellow with handlebars for editing. You can edit hotspots when creating them or after they are saved. There are several editing options. See [Editing Hotspots](#).

**NOTE:** If you change the Advanced Settings when creating a hotspot, the settings become the default settings for the current editing session. If you edit the Advanced settings for an existing hotspot, the default settings will not change.

## Editing Hotspots

Each hotspot in the Hotspots list includes an action menu (3 dots). Use the Actions menu to Duplicate, Edit or Delete a hotspot. The order of the hotspots is according to the start time. If you change the start time in the timeline, hotspots will automatically reorder accordingly.

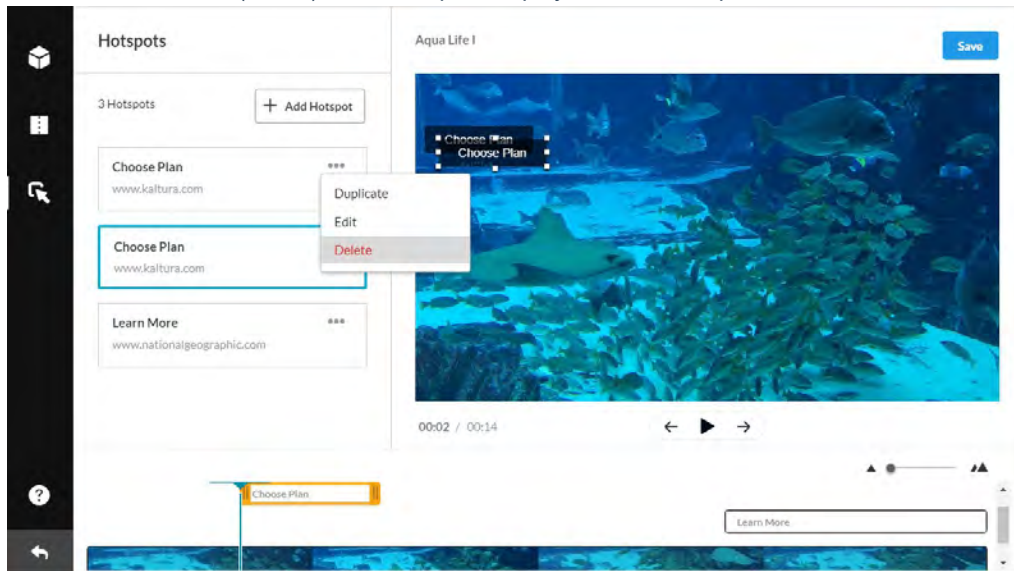


### To edit a hotspot

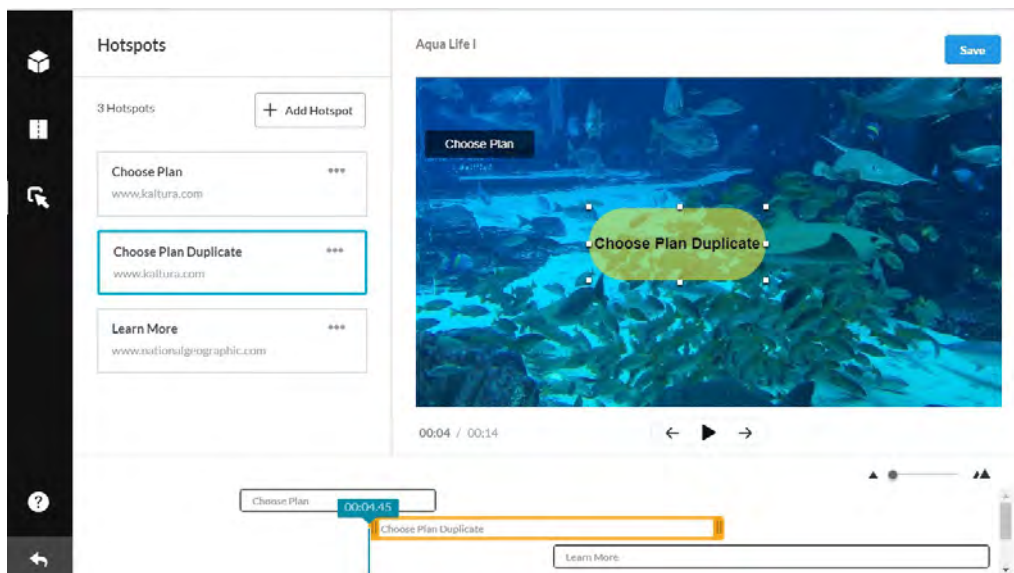
1. Click on the hotspot on the player, or click on the hotspot in the hotspots list, or click on the Actions menu (3 dots) in the Hotspots display list and select Edit.
2. Modify one or more fields (including [Advanced Settings](#)) of the hotspot display.
3. Click Done.

### To duplicate a hotspot

- Click the Action Menu (3 dots) in the Hotspots display and select Duplicate.



After you duplicate a hotspot, you may rename the hotspot, change the Link to field or Time in the video, change the Advanced settings, and change the duration and the location.

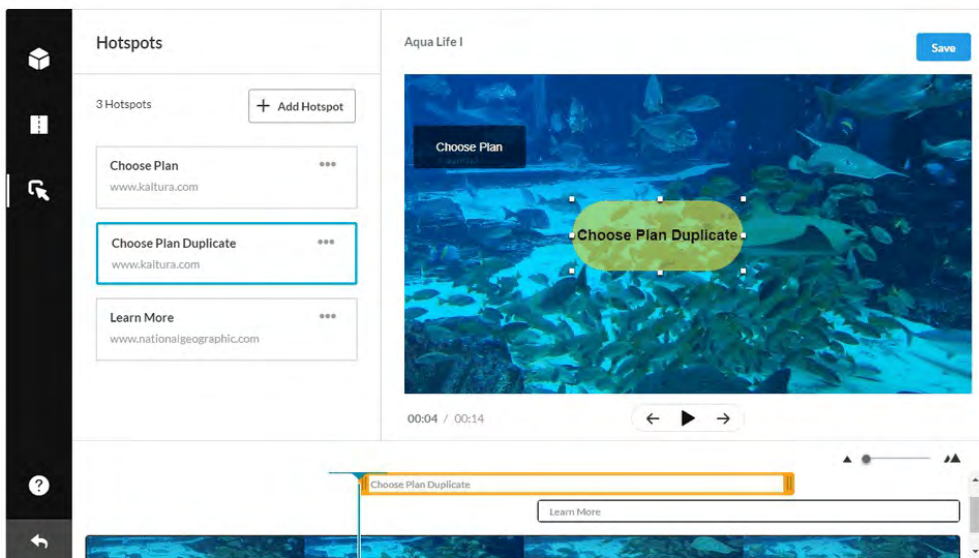
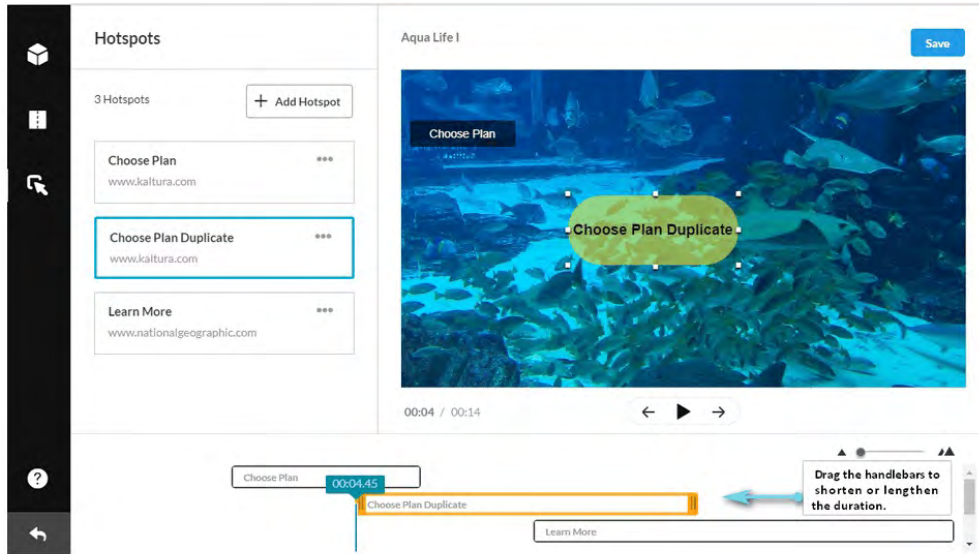


### To resize the hotspot

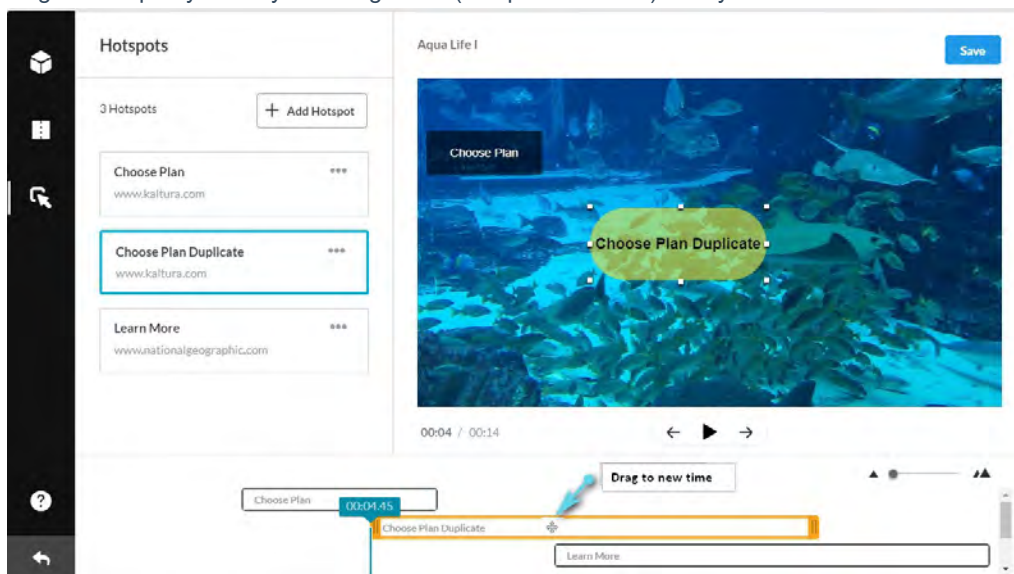
- Grab one of the handles on the hotspot to resize (increase or decrease) the hotspot's size.
- Click and drag the hotspot to its new location.

### To edit hotspots using the timeline

- Use the yellow handlebars to shorten or lengthen the hotspot duration on the Timeline.

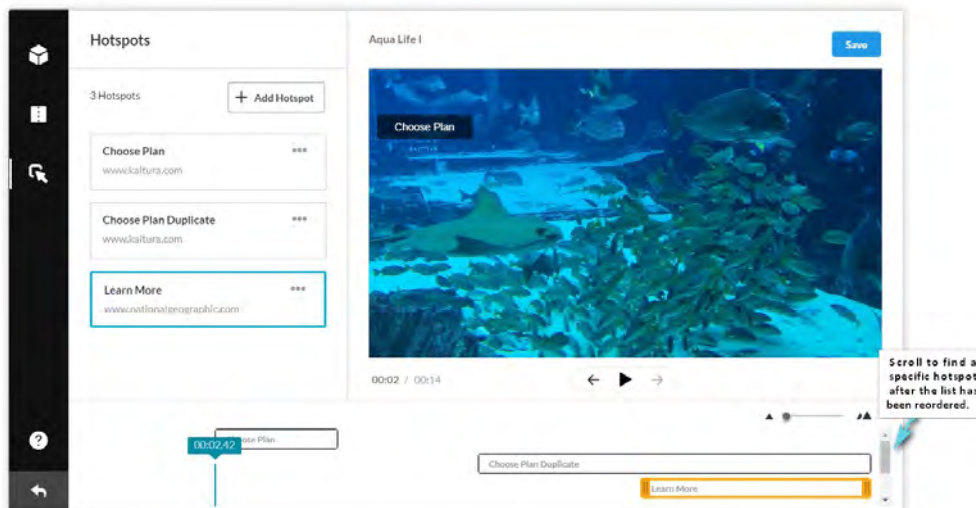


- Drag and drop any of the yellow segments (hotspot indicators) to any location on the video timeline.



- Use the Scroll on the right side to see the hotspots created for your media. Scroll to find a specific hotspot after the

list had reordered



### To delete a hotspot

- Click the Action Menu (3 dots) in the Hotspots display and select Delete.
- A delete confirmation is displayed. Click Delete Hotspot to confirm.

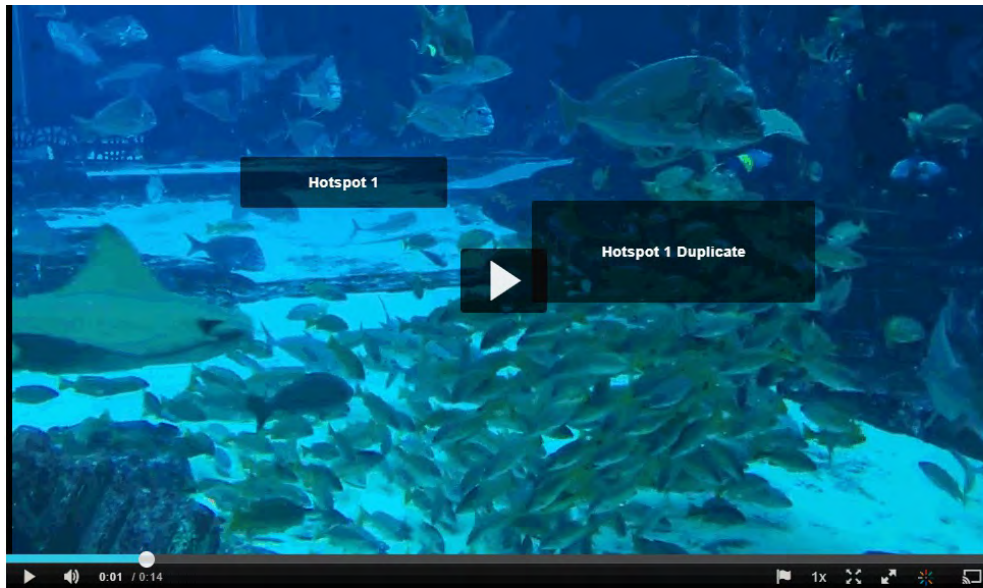
## Delete Hotspot

Are you sure you want to delete this hotspot?

Cancel

**Delete Hotspot**

## Display Media with Hotspots in My Media



## Aqua Life

From Debbie Zioni 6 Days ago

♡ 0 👁 0 💬 0

After you save hotspots, you can view them in your media. The hotspots are displayed on top of the player with a real time update during play and seek.

Clicking on a hotspot opens the Link to URL in a new tab and pauses the video. Hotspots without a URL are not clickable, and the video will continue to play.

# Editing Captions - REACH v2

Last Modified on 04/22/2021 10:48 pm IDT

There are two ways to access the Captions Editor from the media page:

- **Actions** menu - Select **Caption & Enrich**.
- **Actions** menu - Select **Edit**.

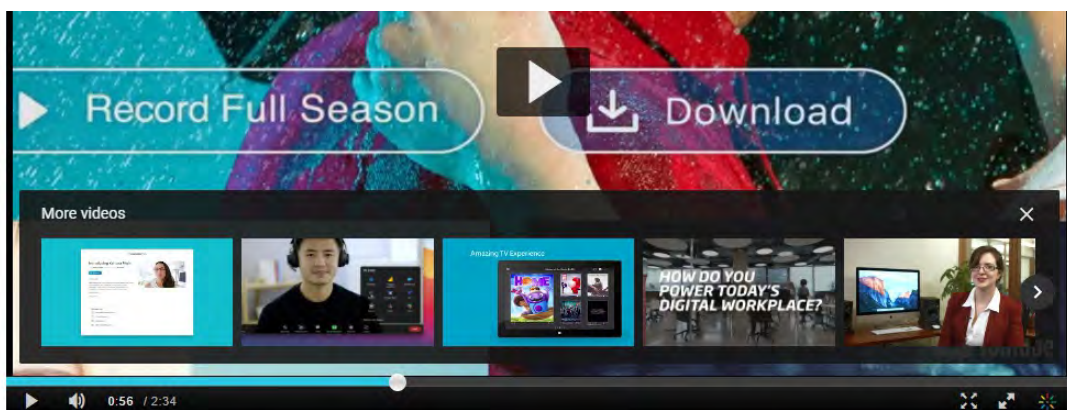
Shortcuts are available to edit captions. See [Keyboard Shortcuts](#).

The following caption file types may be edited: SRT, DFXP, and WebVTT.

## Access Editor Through the Actions Menu - Select Caption & Enrich

### ☰ To access the Captions Editor through the Actions menu Caption & Enrich option

1. Go to My Media and select a media entry with captions.
2. Select Caption & Enrich from the Actions drop-down menu.



### Kaltura is an exciting place to be

♥ 0 ▶ 2 💬 0

From Tal Binder on 2021-Feb-24, 01:57 PST

Details Share 🔍

No description provided

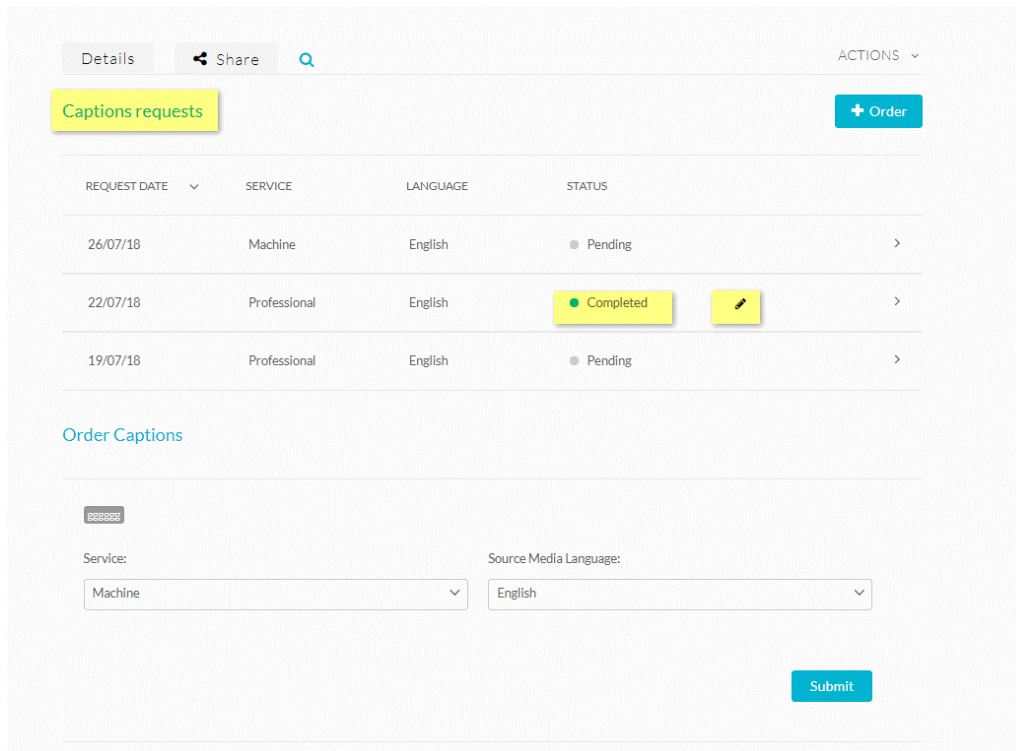
Comments

Add a Comment

ACTIONS ▾

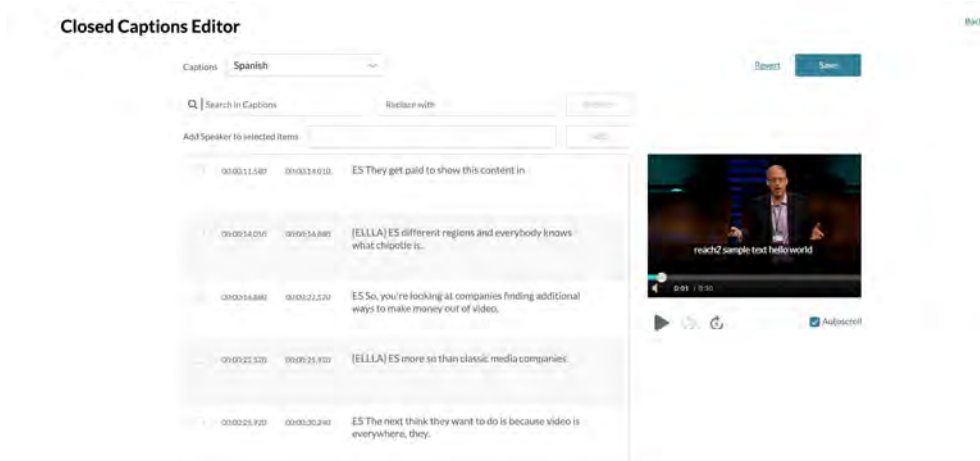
- ✎ Edit
- 📢 Publish
- ➦ Add to playlist
- 📊 Analytics
- 🔒 Passcode Settings
- ⚙️ Caption & Enrich**
- 📄 Launch Editor
- 🗑️ Delete

The Captions Request table is displayed with all existing caption requests.



The Edit icon is displayed for all captions that are Completed.

3. Click on the Edit icon to open the Editor. The Editor is displayed.

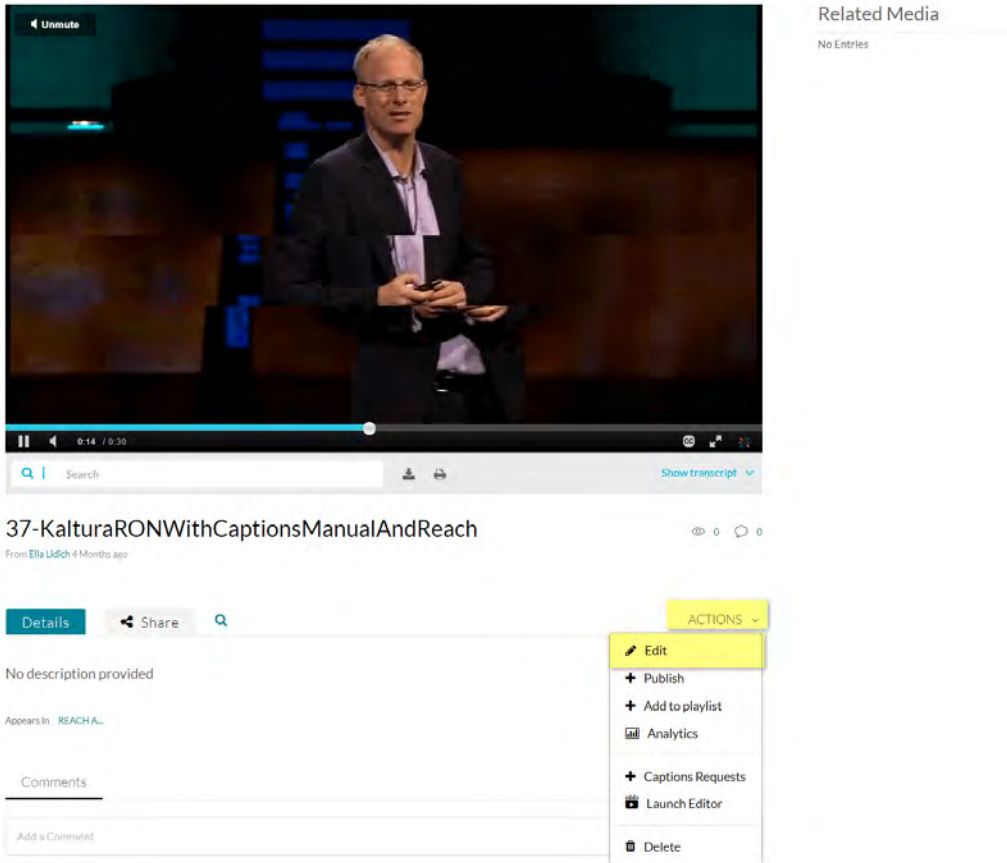


## Access Editor Through the Actions Menu - Select Edit

**☰ To access the Captions Editor through the Actions menu Edit option**

1. Go to My Media and select a media entry with captions.
2. Select Edit from the Actions drop-down menu.





Unmute

Related Media  
No Entries

37-KalturaRONWithCaptionsManualAndReach

From Ella Udich 4 Months ago

Details Share

No description provided

Appears in REACH

Comments

Add a Comment

ACTIONS

- Edit
- + Publish
- + Add to playlist
- Analytics
- + Captions Requests
- Launch Editor
- Delete

3. Select the Captions tab and then click Edit Captions. This button is displayed only when configured by your admin.

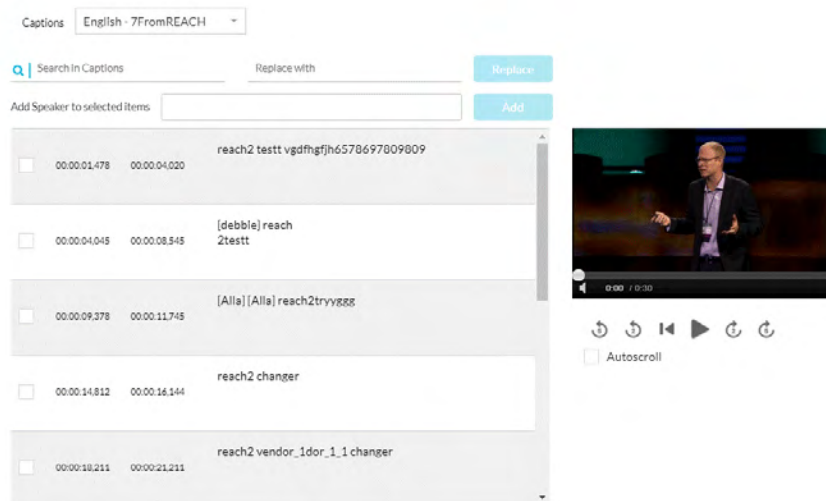
Details Options Collaboration Thumbnails Downloads **Captions** Attachments Timeline Replace Video Display

Edit Captions Upload captions file

Language	Label	File type	Actions
English	5FromKMS	SRT	✓ ✎ ✕ ⬇️ 🗑️
English	7FromREACH	SRT	✓ ✎ ✕ ⬇️ 🗑️
Spanish	SPFromKMS	DFXP	✓ ✎ ✕ ⬇️ 🗑️

The Editor is displayed.

### Closed Captions Editor



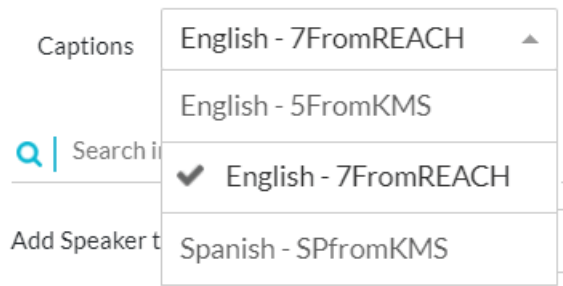
## Editor Options

The following options are available:

### Change Caption File

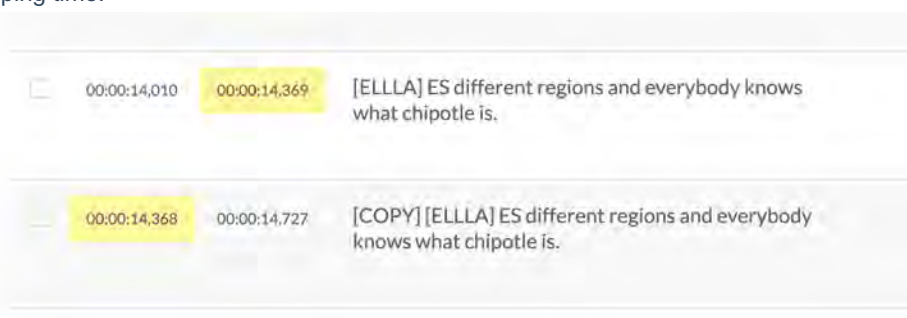
If there is more than one caption file for the entry, select a different caption file from the Captions drop-down menu.

## Closed Captions Editor



### Edit the Timestamp of Each Line

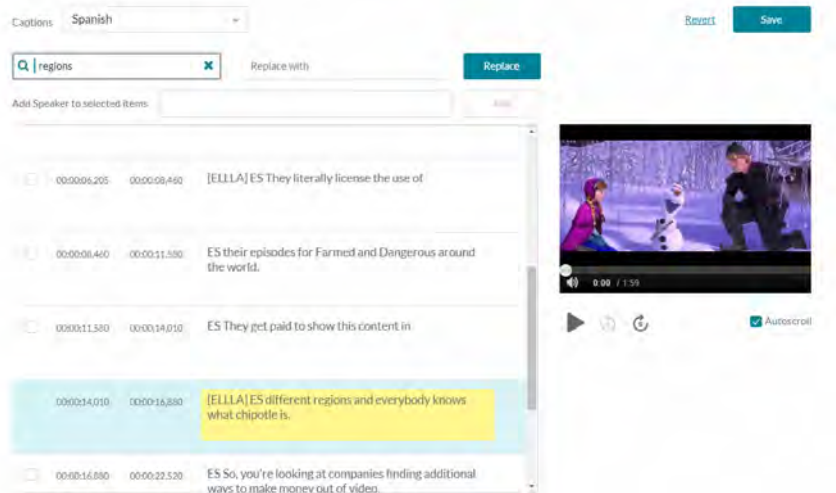
Click on the timestamp in the editor and modify the time. If there is overlapping time, the system highlights the overlapping time.



## Search

Enter a search term. The results are highlighted in each caption line.

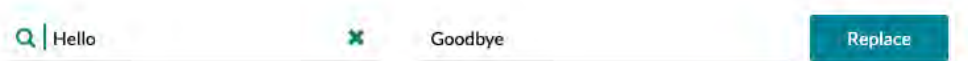
### Closed Captions Editor



The screenshot shows the 'Closed Captions Editor' interface. At the top, there is a 'Captions' dropdown menu set to 'Spanish'. Below it, a search bar contains the text 'regions' with a blue 'x' icon to its right. To the right of the search bar is a 'Replace with' field and a blue 'Replace' button. Below the search bar is an 'Add Speaker to selected items' field with an 'Add' button. The main area displays a list of caption lines with their start and end times and the text. The line '[ELLA] ES different regions and everybody knows what chipotle is.' is highlighted in yellow. To the right of the list is a video player showing a scene from a movie.

## Search and Replace Text

Enter the search term, enter the replacement term and click Replace.

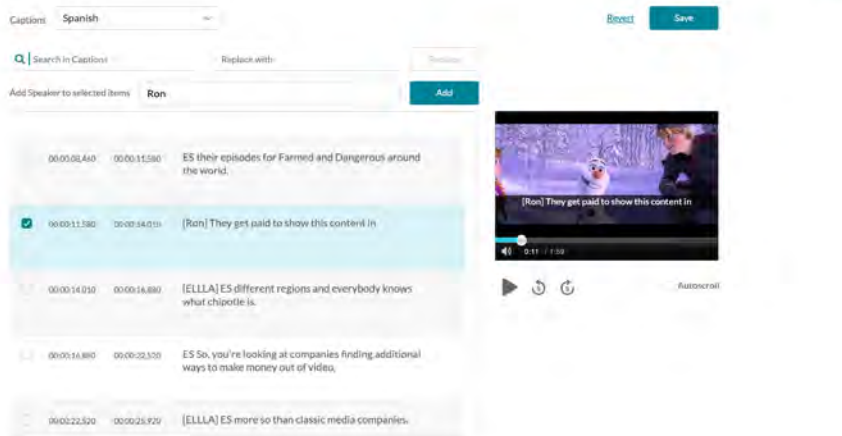


The screenshot shows the 'Search and Replace Text' interface. It features a search bar with the text 'Hello' and a blue 'x' icon to its right. To the right of the search bar is a 'Replace with' field containing the text 'Goodbye' and a blue 'Replace' button.

## Add Speaker ID

Select rows and add the speaker ID in the Add Speaker to selected items.

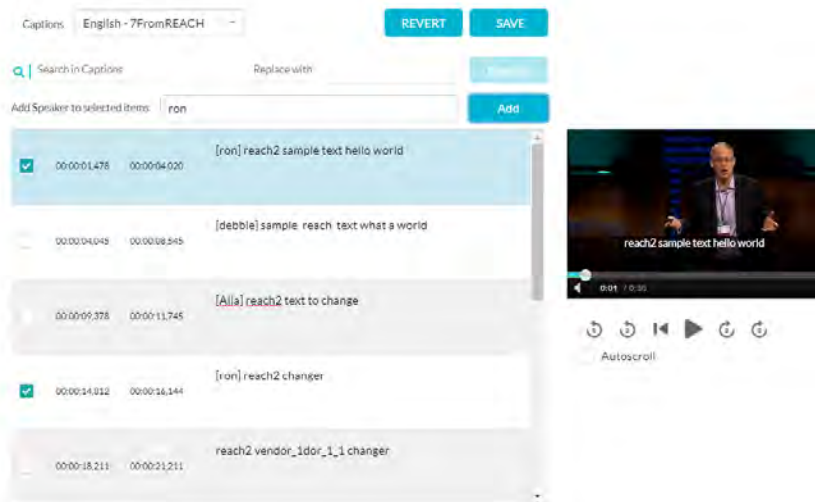
### Closed Captions Editor



The screenshot shows the 'Closed Captions Editor' interface. At the top, there is a 'Captions' dropdown menu set to 'Spanish'. Below it, a search bar contains the text 'Search in Captions' with a blue 'x' icon to its right. To the right of the search bar is a 'Replace with' field and a blue 'Replace' button. Below the search bar is an 'Add Speaker to selected items' field with the text 'Ron' and a blue 'Add' button. The main area displays a list of caption lines with their start and end times and the text. The line '[Ron] They get paid to show this content in' is highlighted in light blue. To the right of the list is a video player showing a scene from a movie.

The speaker ID is added in [] at the beginning of each line. In this example, Ron was added as the speaker for the selected lines.

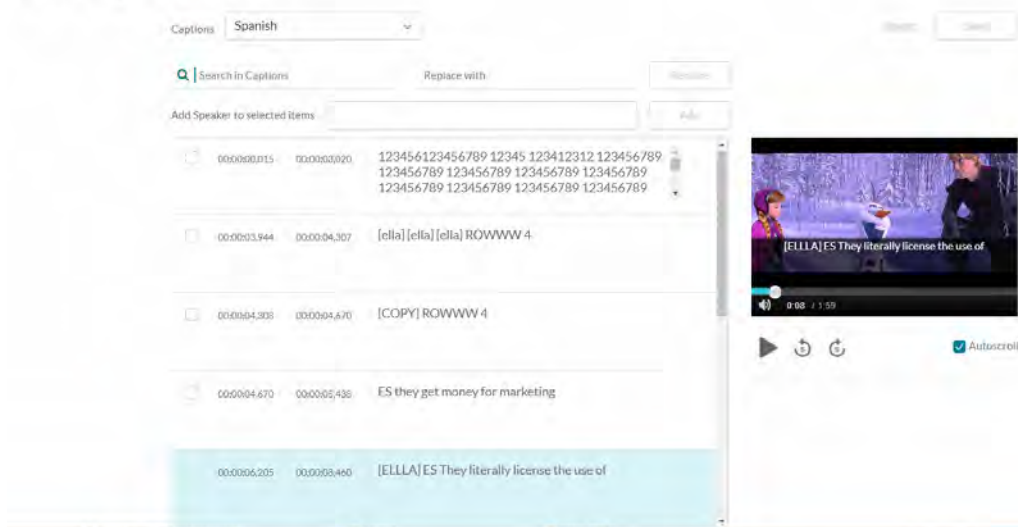
### Closed Captions Editor



### Auto-Scroll Text

Check Auto-scroll to auto-scroll the text when playing the media.

### Closed Captions Editor

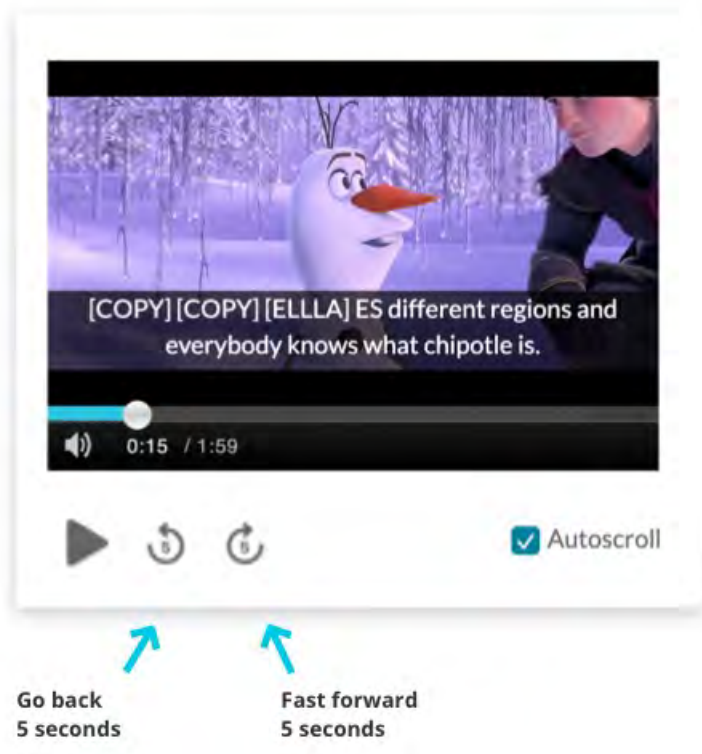


When playing the player - the current line is highlighted in the captions file.

### Find Frame for Text

When clicking on a caption line the player jumps to the correct frame for the selected text.

### Fast Forward Seek Backward

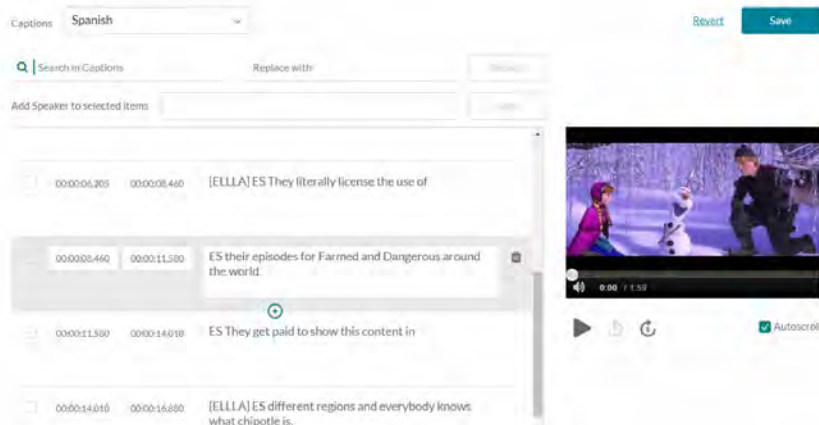


## Add a Caption Line

Hover over the caption line to display editing options.

- Plus Sign
- Trash icon - Click to remove the caption line

### Closed Captions Editor

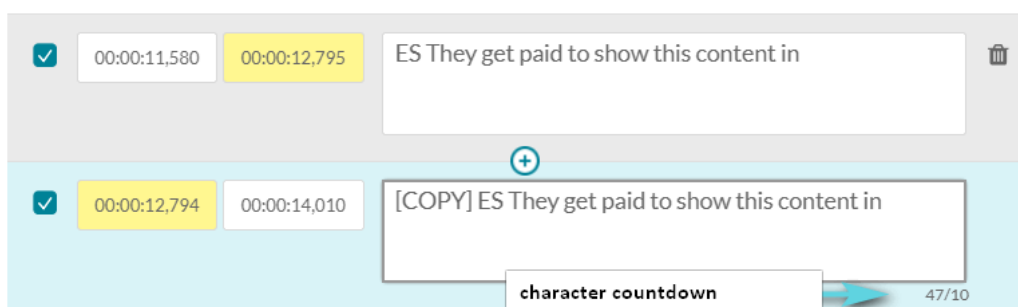


## ☰ To add a caption line

1. Click the Plus sign to add a new caption line. The line is duplicated and may be edited.



2. Click the line you want to modify. You can modify the original line or the copy.
3. Change the caption text. When you modify the text, a countdown appears to indicate the number of characters you have left.



4. Be certain to modify the time so that there is no overlap.

**The amount of characters permitted is set by your KMS Admin in theCaptions module.**

## Revert Changes

Reverts to the last saved changes

## Save

Saves the modified caption file.

The Revert & Save button is enabled only when modifying the captions file.

The Replace button is enabled only if the user modifies a value.

The transcript widget captions are replaced once the user chooses different captions.

## Keyboard Shortcuts

- Player seek 5S backwards = Ctrl <-
- Player seek 2S backwards = <-
- Player seek to 0 = Home and in Mac Command <-
- Player pause-play toggle = space
- Player seek 5S forward = Ctrl ->
- Player seek 2S forward = ->