

# Practical Recommendations for Recording Presentation with Kaltura

## Kaltura recommendations

With a rapid move to online delivery, most find their initial response is to try to replicate a didactic lecture in a virtual classroom. This can be problematic due to several reasons, most of which are out of your control. The primary issue will be network connectivity and bandwidth for you and your students. Please refer to the recent communication on Optimising your Adobe Connect delivery for more information.

Kaltura is a streaming media system seamlessly integrated into Moodle. Its primary function is to assist with the creation, storage and retrieval of user generated content for staff and students, both video and audio. Content can be created via the dedicated Kaltura Capture app, available for Mac and Windows, or can be uploaded directly via the My Media upload, which is generally more convenient for mobile devices.

## Configuration

Kaltura Capture is updated every couple of months, and it's important to update to harness new features and address existing bugs. If you are interested in tracking the versions, the changes etc. go here: [Kaltura Capture Release Notes](#). Full instructions on how to install are listed on the FedUni eHub here: [Installing and Updating Kaltura Capture](#). You can safely install Kaltura Capture over the top of the previous version, without affecting your current settings or library, so if unsure which version you have, simply install the latest.

**Note:** Always run Kaltura Capture from the My Media window in Moodle for the first time after installing.

Default settings in Kaltura Capture are generally fine, but if you are struggling with uploads, it may pay to reduce the quality of the output, as long as there is no fine detail within your presentation. Click Manage on the Kaltura capture tool, then the gear icon to access settings. Reduce the quality of the webcam first. If you need further savings, reduce the desktop capture from 1080p to 720p.

**Note:** if you're recording using your phone, or another video production tool, please consider reviewing the video capture settings where possible.

## Recording

Be prepared, blank space in your video is wasted space. Have your notes ready to go and try to keep pauses to a minimum. If you have a Powerpoint, have it open and ready to present. Consider if you need to include your webcam and, if you do, ensure that your background is suitable, lighting is adequate, and that you aim your webcam at eye level and look into the camera where possible. Don't be afraid to hit the pause button. Try not to rush, and remember, students can not only replay, they can pause, slow down and even speed up your presentation during playback. Keep recordings short. In preference to one long lecture style recording, consider breaking it into multiple, shorter, topic videos.

At the end of your recording, you will be prompted to upload. By all means do this as soon as possible, but try to avoid internet peak times, which typically start around 6pm. Be aware what others in your household may be doing as upload speeds on typical home networks are slower than downloads and heavy use by other equipment on your network may impact the speed and reliability of the upload.

Once uploaded, trim the video if you have a long pauses at the start or end and chop out any unneeded footage using the online video editor in Kaltura.

Finally, remember to link the videos within your course. Either link the file directly (Add Kaltura Video) or embed within a page or book using the Kaltura button on the editor. (Try not to embed multiple videos into the course main page, as this drastically increases the page load time). There is also a Course Media gallery (on the left, slide out Course menu tab in Moodle) where you can add the videos and even make playlists. Just be sure to let your students know, as the gallery is a bit tucked away.

## One final tip

If you're flipping your classroom by recording videos and would like to check if students have tried to watch the material before your tutorial session, online discussion etc., use Moodle's reports function. Click the three gears and select Course Participation. Select the video from the activity model (this only works if you link the video) set the lookback for a week, show only student, and select View. When you click Go, Moodle will provide a list of students who have clicked on the video link. We can't guarantee they watched the whole thing, but it's a good indicator if they didn't watch it at all!

## In summary what can you do:

- Use Kaltura to make desktop recordings of lecture style material
- Update your Kaltura Capture software at least once a term
- Adjust your Kaltura Capture settings if need be
- Plan your recording sessions and minimise wasted time
  - If you're recording a Powerpoint, have it open and ready before recording
  - If you record your webcam, consider your position, lighting and surrounds.
  - A dry run may help, especially for the first one or two recordings
  - Don't be afraid to hit the pause button
- Keep your recordings short
- Be aware of your home network limitations when uploading video
- For further information see:
  - <https://federation.edu.au/staff/learning-and-teaching/elearning-hub/kaltura/how-to>

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