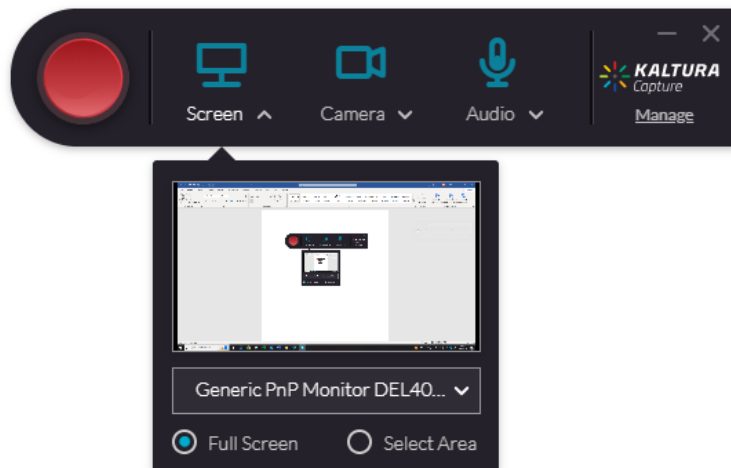# Creating and Downloading a Video Presentation with Kaltura

Kaltura is the online video creation system used at Arkansas Tech University. All students automatically have an account with their ATU email.

- Go to https://video.atu.edu.

- Log in with your ATU credentials. (You might be prompted to complete Duo authentication.)

- Click "+ Add New" in the top right menu bar.

- Click "Kaltura Capture" from the dropdown menu.
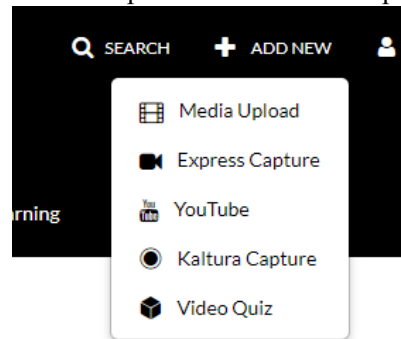
  -
- You will be prompted to download the Kaltura Capture Desktop Recorder, or a Kaltura Capture Bar will open on your screen. Click on the arrows under the icons to check or change the settings.

- If you don't already have Kaltura installed and need more instructions, go to https://support.atu.edu/support/solutions/articles/7000056244-how-to-install-kaltura-capture.

Creating a Video or Screencast

- All videos should be less than ten minutes long.

- Presenters may create an audio screencast using a PowerPoint presentation or poster or use a camera to record themselves giving the presentation. If a screencast is not used, presenters must upload a copy of their PowerPoint or poster as an additional .pdf file in the Online Research Commons @ ATU.

- When ready, press the red record button. After a three-second countdown, the recording will begin.

- You will see a recording timer at the bottom right side of your screen. The square button is "STOP" and the "X" button discards the video
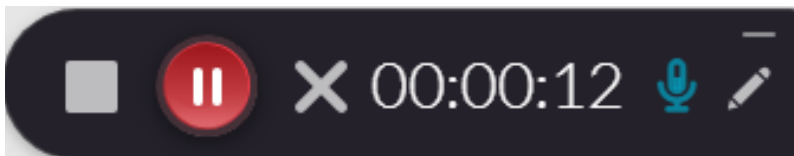
- When you have finished the recording, click on the square. You will be prompted to enter a title and description of your presentation.

- Click "Save and Upload"

Downloading The Video from the Kaltura Account

1. Go to your 'My Media' page.

2. Click the edit button (gray pencil icon) to the right of your presentation. It will take you to the main page for the presentation.

3. Click the 'Downloads' option from the menu directly under the presentation.

4. Click the 'Source' option and then the 'Save' button.

5. Click the 'Go to Media' button next to the 'Save' button.

6. A download option should now be available in the menu under the presentation. Click on it.

7. Click on the Download icon under Actions. The video should download automatically to your downloads folder on your computer as an mp4 file.