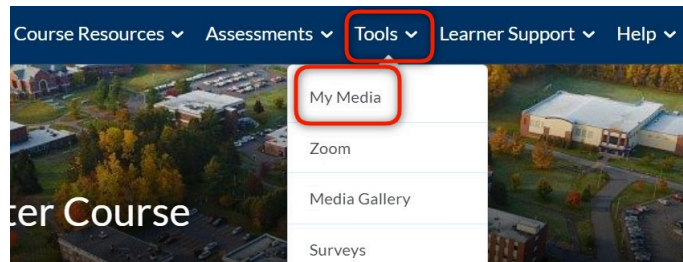


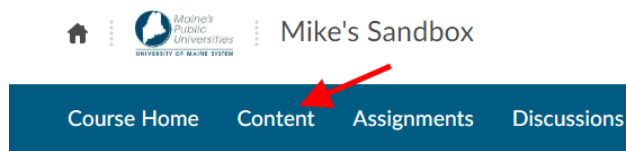


Adding a Kaltura Video to Brightspace

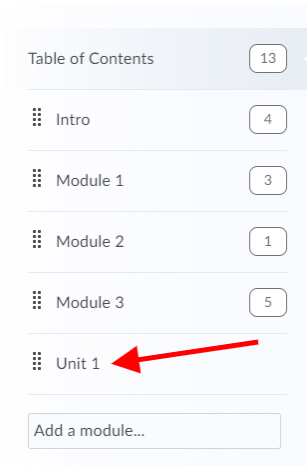
1. The first time you use Kaltura in Brightspace, you must permission Brightspace to connect with Kaltura. To do this, simple click the **Tools** menu and select **MyMedia** (and follow the permission prompt). This only needs to be done once:



2. From now on, across all classes, you will be able to directly access your videos: click on **Content** in your Navbar.

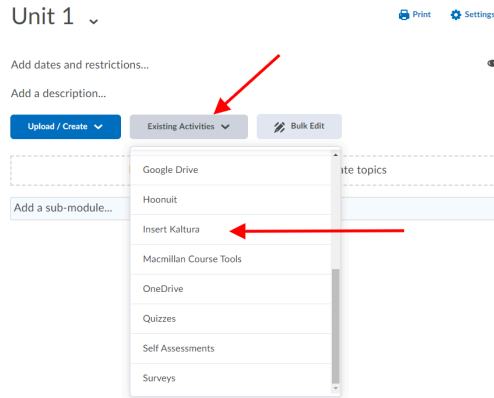


3. Select the Module/content area where you would like your Kaltura Video to be located.

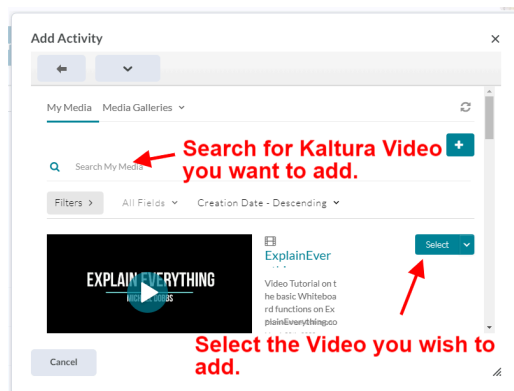




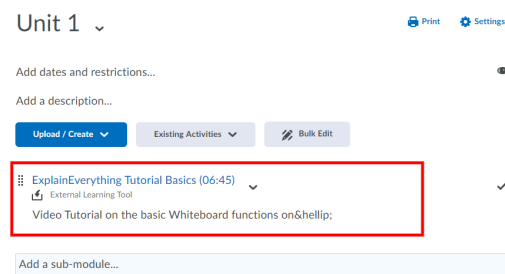
4. Within your chosen Module, click on **Existing Activities**. Scroll down and select **Insert Kaltura**.



5. In the pop-up, you can search for and **Embed** the Kaltura Video you want to add to your content. *Note that the menu that opens next to the Select button will allow you to choose an embed size.*



6. Your Kaltura Video is now in your content area!



Note:* when adding Zoom videos from Kaltura, you must **update the description and replace the Zoom URL and title with something meaningful--or the video will display an error message.