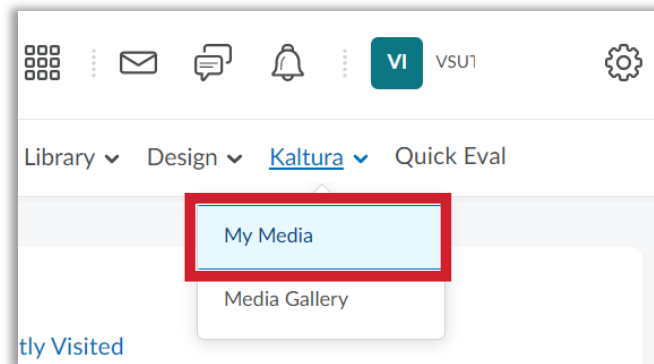


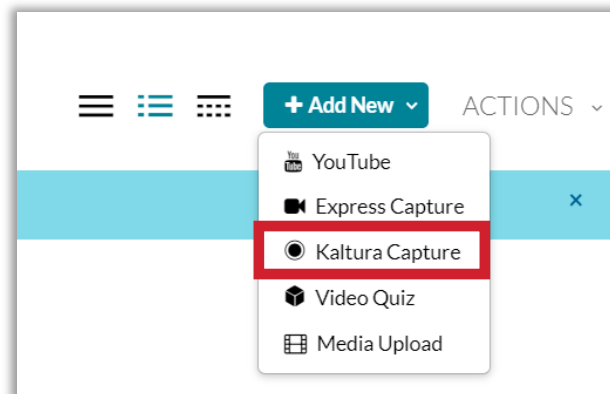
Record a Presentation with both screen and webcam with Kaltura Capture

Kaltura Capture can record any displayed PowerPoint Slides during the recording. Slides are added as chapters with their time stamp and indexes the text so it can be searched as part of the recording.

1. Click **Kaltura** on your BlazeVIEW NavBar and select **My Media** from the dropdown menu.



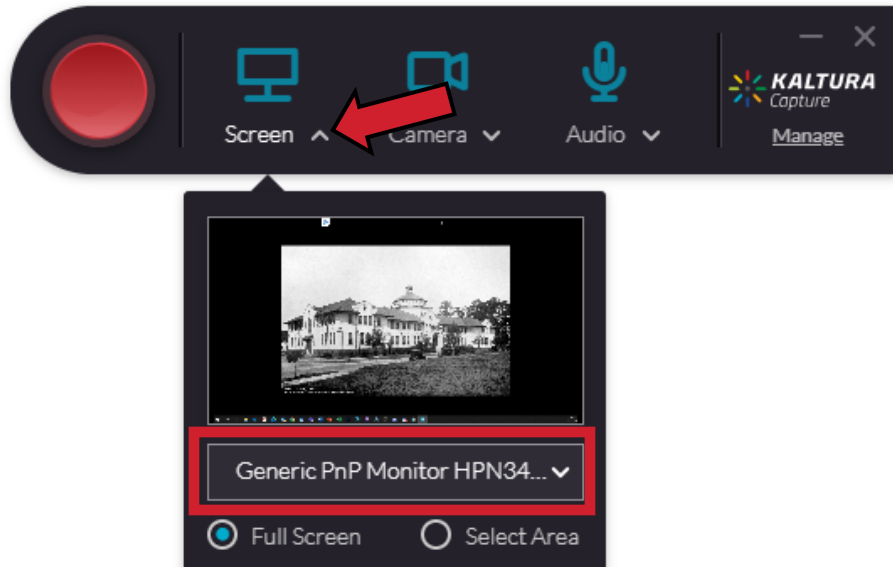
2. When My Media opens, click the **Add New** button. Select **Kaltura Capture** from the drop-down menu.



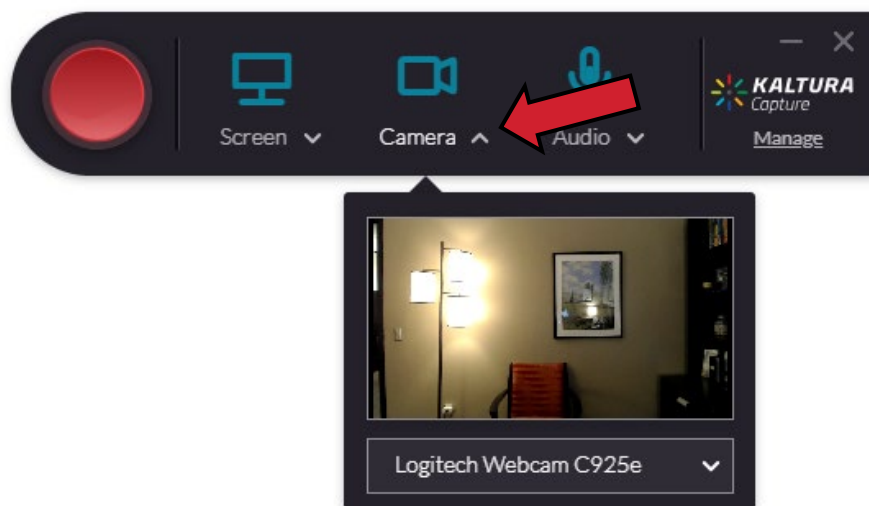
3. If you have installed Kaltura Capture, the program will open. If you have not installed it, you can click the link to download it to your computer.

Using Kaltura Capture for the first time?
[Download for Windows](#) | [Download for Mac](#)

4. Click on the carat below the screen icon (indicated below by the arrow) to select your screen as one of the inputs.
 - a. If there is more than one screen connected to your PC, click the field in the drop-down panel to select the screen you want to record from.
5. Click either **Full Screen** or **Select Area** for recording your screen. Full screen is selected by default. If you choose Select Area, an area with cropping options will appear for you to choose the area size.

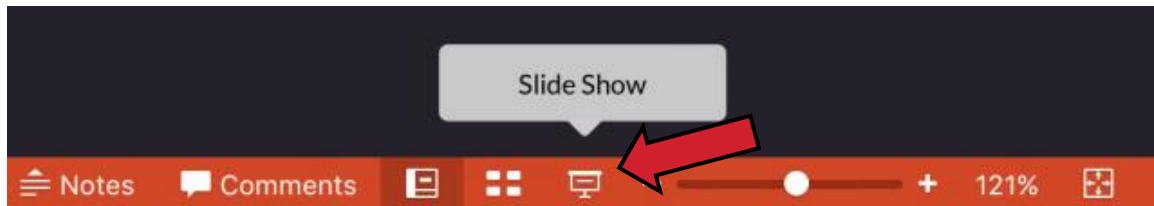


6. Click on the carat below the camera icon (indicated below by the arrow) to add your webcam as one of the inputs.



7. Click the large red button to start recording.

8. **When recording slides, PowerPoint must be in Slide Show mode.** Open your PowerPoint presentation and select the Slide Show icon in the lower right corner.
9. Present the slides using the arrow keys on the keyboard to move forward and backward. Slides shown when recording is paused are not uploaded.



10. Stop your recording.
11. Verify that your recording is then saved and uploaded to your Kaltura My Media.

For more information or assistance, call 229-245-6490 or email blazeview@valdosta.edu.
For 24/7 BlazeVIEW or GoVIEW assistance, call 855-772-0423 or visit [GeorgiaVIEW Help Center](#).

