Adding Media to Bb Learn via Kaltura or Drexel Streams

Introduction
Kaltura Drexel Streams is the recommended video and audio repository for Bb Learn or any Drexel videos.
One audio or video file in Bb Learn can be shared in multiple different Bb Learn course sections, conserving server storage space.
And Kaltura video is easily playable by students and instructors in the major internet browsers.

Student Instructions
- Kaltura Drexel Streams -- Adding Media to Bb Learn -- Student Instructions

Adding Kaltura Audio or Video to a Content Area - Instructors Only

1. You need to record a video first. If you need options for how to do that, see the link below.
   a. Recording Video on a Computer and Adding It to Bb Learn
2. For Kaltura Drexel Streams, in a content area (the areas in your course section/shell with the “Build Content” and “Assessments” and “Tools” and “Partner Content” drop-down menus at the top)...
   a. Not sure what a content area is? See below.
      If you are not sure what a Bb Learn “Content Area” is, click the link below.
Click link above to collapse this area.

A content area in a Bb Learn course shell is a webpage that has the "Build Content," "Assessments," "Tools," and "Partner Content" drop-down menus at the top.

The name of your content area will likely be different than "Course Materials."

The link in the left-hand course menu that leads to this webpage is also known as a content area, or this link might be called a content area link.

In a content area, you can add, well, content. Most add a Bb Learn Items or Content Folders (from under "Build Content") to add text, web links, images, files, and folders. Assignment and test submission links appear in content areas as well. You might see various types of content that have been added by someone else.

3. Click Build Content > Kaltura Media > +Add New to add a new video
   a. Or Select instead of +Add New in order to choose from an already uploaded video.
4. Follow onscreen instructions
   a. It takes time for videos to be playable after upload. Give it a few hours, though it may upload much sooner.

There are 3 ways to see your upload Kaltura Drexel Streams video:

- Visit https://drexel.edu/it/streams, and login.
- Visit Bb Learn at https://learn.dcollege.net, and click Sign In Standard > Tools (in left navigation panel) > Kaltura My Media.
- Visit DrexelOne at https://one.drexel.edu, login, click "CAMPUS+COMMUNITY," scroll down to "Drexel Streams."

**Embed Kaltura Audio or Video in Any Bb Learn Text Box - Instructors Only**

Here is how to to upload audio and video to Kaltura and/or add Kaltura audio or video in a Bb Learn Text Box when editing content.

1. You need to record a video first. If you need options for how to do that, see the link below.
1. **Recording Video on a Computer and Adding It to Bb Learn**

2. Add or edit some content in your Bb Learn course section, such as an Item.

3. **See Bb Learn Content Areas -- Adding and Editing Items or Folders**

4. Look for a large text box when editing the content.

   **Click link above to collapse this area.**

   If the text box only has 1 row of icons at the top, click the double-down arrow on the far right to expand the toolbars.

   ![Text box with toolbars](image)

   The text box should have 3 rows of icons or toolbars, as shown below.

   ![Text box with toolbars](image)

4. Click the "Mashups" button.
5. Click "Kaltura Media."
6. **Upload audio or video?**
   a. Click "Add New" in upper right.
   b. Click "Media Upload"
   c. Follow the onscreen instructions.
   d. Skip to step 8 below.
7. Locate audio or video in Kaltura to add.
8. Click the "Select" button to the right of the audio or video.
9. Make any additional changes on the edit page for the content.
10. Scroll up or down and click "Submit."

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Finding Your Kaltura Audio or Video After It Is Uploaded

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- Visit Bb Learn at https://learn.dcollege.net, and click Sign In Standard > Tools (in left navigation panel) > Kaltura My Media.
- Visit DrexelOne at https://one.drexel.edu, login, click "CAMPUS+COMMUNITY", scroll down to "Drexel Streams."

Making Media Publicly Accessible
Editing a Video in Kaltura Drexel Streams

Captioning and Transcripts

Troubleshooting

You can check the status of the Kaltura service at the website below.

*Additional Assistance is ONLY for Drexel University - College of Computing & Informatics (CCI) instructors, faculty, professional staff, and students.*

Anyone else should contact technical support for their own college, department, university, organization, or business.