

# Introduction to Kaltura CaptureSpace Desktop Recorder

The Kaltura CaptureSpace Desktop Recorder enables easy recording in class, at home, or on-the-go with automated publishing and interactive viewing within the Learning Management System (LMS) or in Kaltura's MediaSpace video portal. CaptureSpace enables you to create multi-stream recordings using a vast array of recording devices such as integrated webcams or a professional USB/HDMI connected video camera. You can automatically capture video, audio, and screen in parallel. CaptureSpace can record up to three video streams simultaneously. You can also record presentations or capture the screen. With advanced features like live drawing and editing, you can enhance the viewer's experience.

Key capabilities include multi-source capturing, integration with third-party lecture capture products (leveraging the new Open Capture Standard), interactive viewing, and seamless integration with all leading LMS platforms.

## System Requirements

The following are the minimum system requirements required to set up the Kaltura CaptureSpace Desktop Recorder:

- Windows™ 7,8, 8.1, 10 32/64 bit with .NET Framework 4.0+ and [Visual Studio runtime tools](#)
- Mac OSx 10.8 and up

## Supported Microsoft Office Versions

The Kaltura CaptureSpace Desktop Recorder supports the following Microsoft Office™ versions:

- Microsoft PowerPoint™ 2007 32 bit
- Microsoft PowerPoint™ 2010 32/64 bit
- Microsoft PowerPoint™ 2013 32/64 bit
- Microsoft PowerPoint™ 2016 32/64 bit
- Microsoft PowerPoint™ for Mac 2011
- Microsoft PowerPoint™ for Mac 2016

## Getting Started

The Kaltura CaptureSpace Desktop Recorder can be launched from the web or directly from the desktop. Follow the step-by-step procedures to download the Kaltura CaptureSpace Desktop Recorder.

## Using the Kaltura CaptureSpace Desktop Recorder for the First Time

1. Login to Kaltura MediaSpace at <https://mediaspace.gatech.edu>
2. Click on the *Add New button* and select *Record a Presentation*.
3. When using the application for the first time you may be prompted by the browser to approve the application. Each browser may prompt you with a unique message.
4. Click Launch Application to download the CaptureSpace Desktop Recorder.
5. After the Kaltura CaptureSpace Desktop Recorder downloads, click *Install*.

\*If using a Mac, drag the Kaltura CaptureSpace Desktop Recorder application to the applications folder.

\*You will receive the following message when installation completes. "Please launch the Kaltura CaptureSpace Desktop Recorder from the "Add New" menu on your website."

\*Click *OK* and return to Kaltura MediaSpace.

6. Select *Add New* and click to *Record a Presentation* to begin using Kaltura CaptureSpace Desktop Recorder.
7. The initial launch of the Kaltura CaptureSpace Desktop Recorder client **MUST** be done via the website.

## To launch the Kaltura CaptureSpace Desktop Recorder from the Web

1. Login to Kaltura MediaSpace.
2. Go to the *Add Menu* and select *Record a Presentation*.
3. The Kaltura CaptureSpace Desktop Recorder opens.

## To launch the Kaltura CaptureSpace Desktop Recorder from Your Desktop

1. From your desktop or Start Menu, click on the *Kaltura CaptureSpace Desktop Recorder* icon.



The first launch of the Kaltura CaptureSpace Desktop Recorder client **MUST** be done via the website.

## Kaltura CaptureSpace - Tabs

**The Record tab** enables you to select from the different recording options available in CaptureSpace Desktop Recorder:

- Capture presentations and lectures, using all available features such as screen, presentation, camera, and voice.
- Record the screen and voice.
- Record the screen and video.
- Record only video.
- Record only voice.

**The Library tab** enables you to browse through previous recordings. You can use the search box to quickly find recordings.

**The Settings tab** is a centralized screen that enables you to manage the CaptureSpace Desktop Recorder. Here you can:

- Determine the location where your video files are stored before they are uploaded to Kaltura.
- Select any webcam from the drop down list and see the preview.
- Select the recording quality: 480p or 720p for webcam, 720p or 1080p for screen recording.
- Select any microphone from the drop down list and gauge the voice level using the microphone meter.

**The Help tab** provides you with the following information:

- Information about the logged in user.
- Recorder version number.
- Website where the user will be able to find their recordings

## **Kaltura CaptureSpace - Recording Options**

### **To record a multi-source presentation**

1. Click on *Presentations & Lectures* in the *Record tab*.
2. Select the number of cameras you intend to use (up to three). When using the Kaltura CaptureSpace Desktop Recorder on a Mac, you are able to choose only one camera.
3. In addition, you can record the screen or upload a presentation. Toggle *Screen Capture On* to capture your entire screen or click *Browse* to select a presentation.
4. Click *Record*. You are presented with a countdown for 5 seconds and then the recording begins.
5. Drawing tools are available when recording the screen. The drawing tools can be used to draw freely on the screen during the recording. You can stress important points by drawing a circle around them, or highlight important aspects. Anytime during a recording, you can click on *Draw* to use the drawing tools.
6. Click *Done* when finished recording.

### **To record screen and voice**

1. Click on *Screen* in the *Record tab*.
2. Select whether to record the entire screen or only a selected area. If you'd like to record the entire screen select *Full screen*. If you'd like to record a specific area of the screen, click on *Select Area*. To select an area – drag your mouse over the area you want to capture and release.
3. When ready, click on *Record* to start the recording.
4. Drawing tools are available when recording the screen. The drawing tools can be used to draw freely on the screen during the recording. You can stress important points by drawing a circle around them, or highlight important aspects. Anytime during a recording, you can click on *Draw* to use the drawing tools.
5. Click *Done* when finished recording.

### **To record screen and video**

1. Click on *Screen & Webcam* in the *Record tab*.
2. Select whether to record the entire screen or only a selected area. If you'd like to record the entire screen select *Full screen*. If you'd like to record a specific area of the screen, click on *Select Area*. To select an area – drag your mouse over the area you want to capture and release.
3. When ready, click on *Record* to start the recording.
4. Drawing tools are available when recording the screen. The drawing tools can be used to draw freely on the screen during the recording. You can stress important points by drawing a circle around them, or highlight important aspects. Anytime during a recording, you can click on *Draw* to use the drawing tools.
5. Click *Done* when finished recording.

### **To record video only**

1. Click on *Webcam* in the *Record tab*.
2. You are presented with a preview for about 5 seconds. The recording then starts.
3. Click *Done* when finished recording.

### **To record audio only**

1. Click on *Voice* in the *Record tab*. You will see a countdown before the recording begins.
2. Control the recording using the recording player.
3. Click *Done* when finished.

## Kaltura CaptureSpace – Editing a Video

### To trim a video

1. In the Library tab, select the recording you would like to edit.
2. Click on the *Preview Media* icon and then click on the *Preview* button at the bottom of the screen.
3. Select *Trim* from the menu on the left. Two blue markers are displayed on the video strip.
4. Use the Start and End markers to highlight the part of the recording you want to retain. The region to the left and right of the markers is greyed out. Trimming is only possible if the resulting video is longer than 10 seconds.
5. Click *Apply* and then click *Done*. All edits made to the recording are made to the original file.

### To chop a video

1. In the Library tab, select the recording you would like to edit.
2. Click on the *Preview Media* icon and then click on the *Preview* button at the bottom of the screen.
3. Select *Chop* from the menu on the left. Two blue markers are displayed on the video strip.
4. Use the Start and End markers to highlight the part of the recording you want to retain. The region to the left and right of the markers are greyed out. Chopping is only possible if the resulting video is longer than 10 seconds.
5. Click *Apply* and then click *Done*. All edits made to the recording will be made to the original file.

### To add a title to a video

1. In the Library tab, select the recording you would like to edit.
2. Click on the *Preview Media* icon and then click on *Preview* at the bottom of the screen.
3. Select *Add Title* from the menu on the left. You can edit the text on the titles. You can also add multiple titles to a video.
4. Click *Apply* and then click *Done*. All edits made to the recording are made to the original file.
5. Adding a title is NOT supported on Windows 8.1 or on recordings of Lectures & Presentations using a presentation.

### To add credits to a video

1. In the Library tab, select the recording you would like to edit.
2. Click on the *Preview Media* icon and then click on *Preview* at the bottom of the screen.
3. Select *Add Credits* from the menu on the left. You can edit the text on the credits. You can also add multiple credits to a video.
4. Click *Apply* and then click *Done*. All edits made to the recording are made to the original file.
5. Adding credits is NOT supported on Windows 8.1 or on recordings of Lectures & Presentations using a presentation.

## Kaltura CaptureSpace – Uploading a Video to MediaSpace or LMS

When ready, You can upload your recording to MediaSpace or to your Learning Management System (LMS) website (if applicable).

Use the Upload Options screen to:

- Add or edit the recording title.
- Add a description to the video (optional).
- Add tags to the video (optional).

### **To upload media to the website**

1. Select the Library tab.
2. Select the recording you would like to upload and click *Upload now*.
3. Enter metadata for your media and click *Save*.
4. Click on *Upload* to begin uploading to the website.
5. After the video finishes uploading, a notification with a link to the recording is displayed.
6. It may take several minutes for the media to appear in "My Media".