Introduction

Kaltura is used to store, edit, and share multimedia, like videos from your local storage device and Zoom Recordings!

June 1st, 2020: Zoom Recordings can be automatically transferred to your Kaltura account. You must turn on Cloud Sharing in your Zoom Configuration Settings to use this feature. Visit www.cfr.uga.edu/cfr-it-guides for instructions.

Your Kaltura Account

1. Visit https://kaltura.uga.edu
2. In the upper-right hand corner, click **GUEST → Login**
3. Log into your Kaltura account by entering your MyID and Password

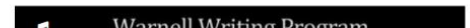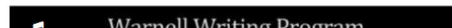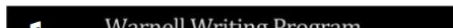Please submit an IT Ticket if you cannot access your Kaltura account!

Your Media

1. Click **your username** in the upper-right hand corner.
2. A dropdown list will appear.

Kaltura multimedia is displayed, edited, and organized using these three main tabs:

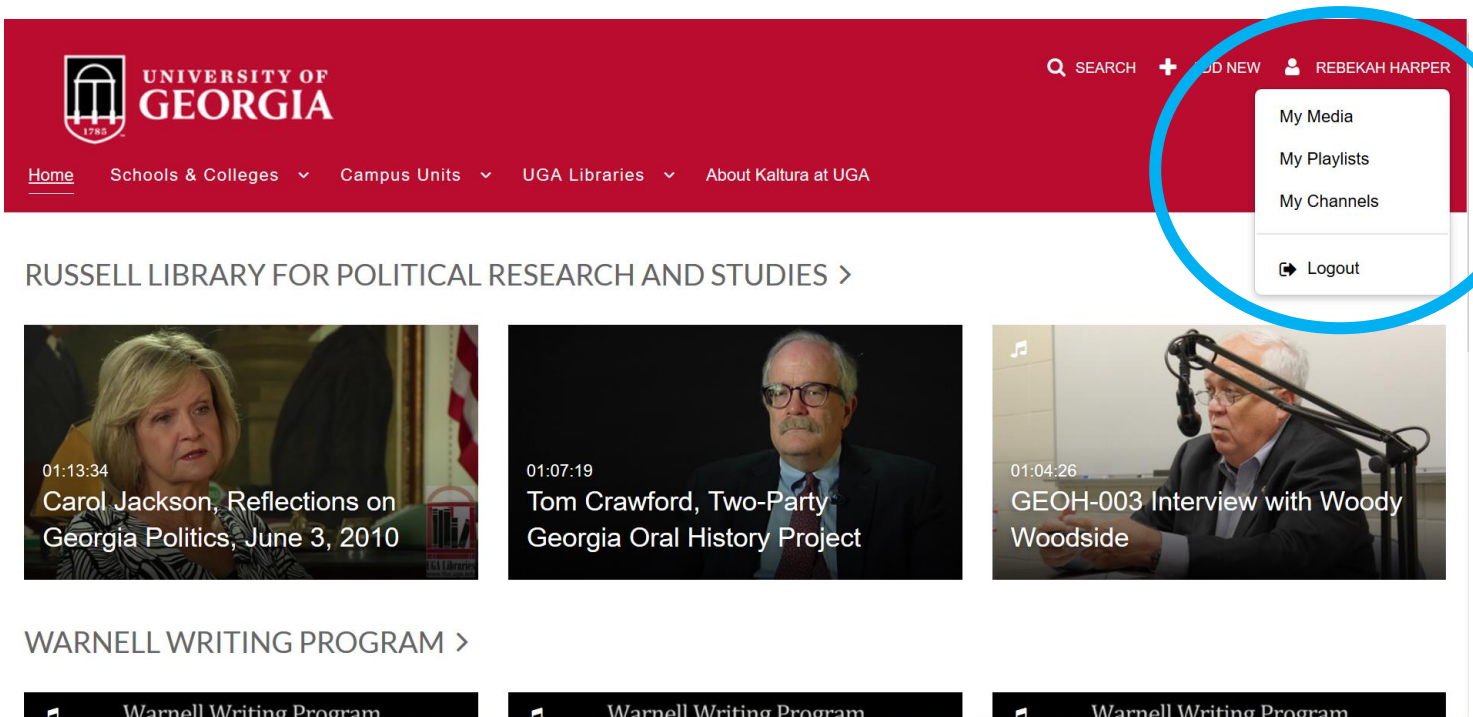**My Media** *displays all multimedia you have uploaded to your Kaltura account.*

My Playlists *displays multimedia playlists created by the user.*
*Playlists automatically play through a series of multimedia videos.

My Channels *displays multimedia channels created by the user.*
*Channels display multimedia videos selected by the user. The user can add/remove users from the Channel, and control member multimedia access permissions.
**Channels must be requested from EITS. Please submit an IT Ticket for assistance.
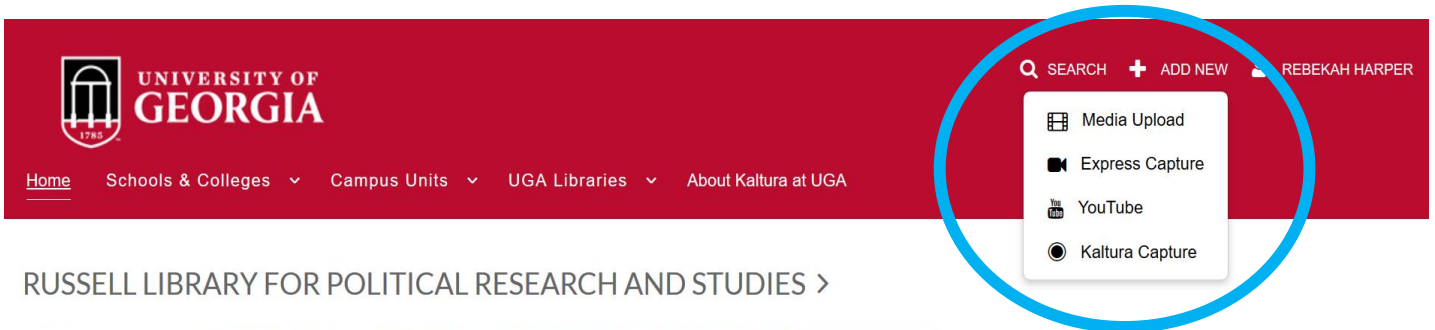
Add New Media

1. Click **+ ADD NEW** in the upper-right hand corner.
2. A drop-down menu will appear. You can select:

Media Upload *to upload media files from your computer.*

Express Capture *to record using your device's webcam and microphone.*

YouTube *to add a video from YouTube.*

Kaltura Capture *to share your desktop screen and record audio.*