

Kaltura Webcasting - Exporting a Transcript of the Q&A Session

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You can export a CSV file containing a transcript of the Q&A session. In the transcript you can find all of the questions and responses that were recorded during the broadcast event, the users that asked the questions, and the time.

A You can download the transcript from the Moderator View or Producer's Application at any time following the event.

To export a transcript of the Webcast event

1. Click the Q&A Navigation menu and select **Export**.

webcasting		Moderating a Webcasting Event for Docs				
	Incoming 2	S Enable Q&A for this event				
	Announced 1	O Announcements only (no incoming questions)				
	Follow up 0					
	Completed 1					
	Export					
	③ Settings					
	O Viewers					
	What do you want to do y (615 bytes)?	vith Moderating a Webcasting Event for Docs.csv	Save	Save as	Cancel X	
	From: about:blob					

2. Select **Save** to save the file locally or Save as to modify the filename.