Edit recording information in Lecture Capture

Content updated: 08/20/2019

This article is designated for all users.

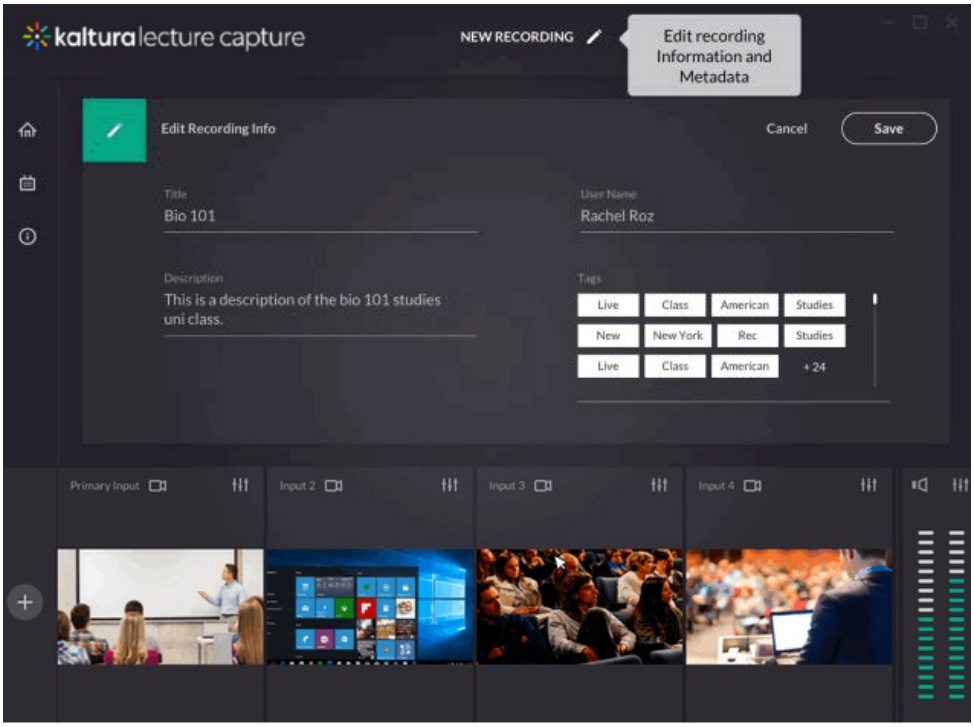
About

You can edit the recording information for a recording you start manually in Lecture Capture. You can make changes before, during, or after the recording.

You can't edit the recording information for scheduled recordings because the recording inputs and information are predefined.

Edit the recording information

1. Click the **pencil** icon next to the recording name at the top of the recording screen.



You can edit the following information:

- **Title** - Enter a name for the recording. If you don't enter a title, Lecture Capture uses a default title.
- **Description** - Enter a description of the recording.
- **Tags** - Add tags to make the recording searchable after it's uploaded to Kaltura. Press Enter after each tag.

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- **Username** - Enter the username of the recording owner. The owner can access the recording from My Media in Content Hubs and LMS Extensions.

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