Manage Kaltura Capture recordings

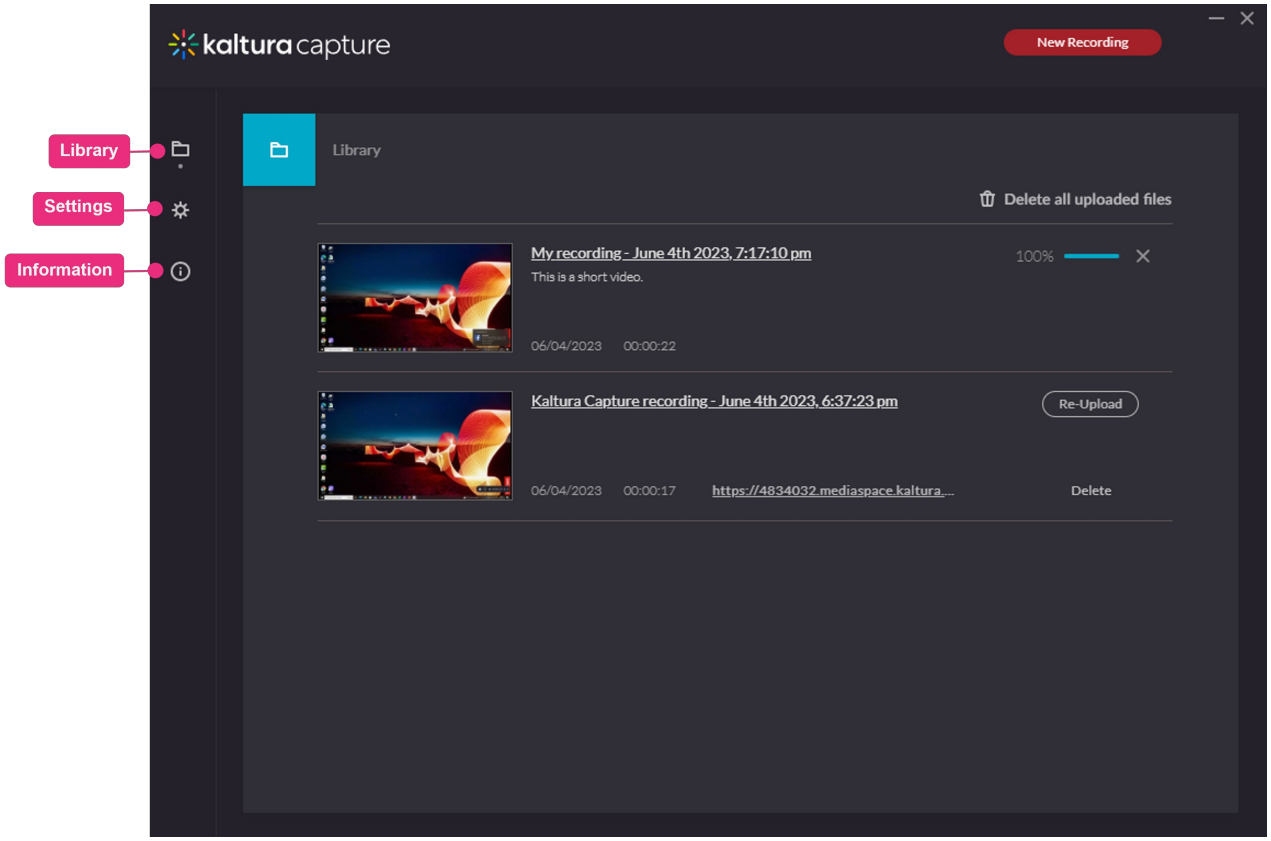
Content updated: 08/20/2019

This article is designated for all users.

About

The **Recording Management** window helps you view and manage your Kaltura Capture recordings. It has three main tabs:

- **Library** - View and manage your recordings, start a new recording, and re-upload recordings if needed.
- **Settings** - Adjust recording quality and other Kaltura Capture preferences, view where recordings are stored, and upload logs for troubleshooting.
- **Information** - View application and user information, sign out, and access the site connected to Kaltura Capture.



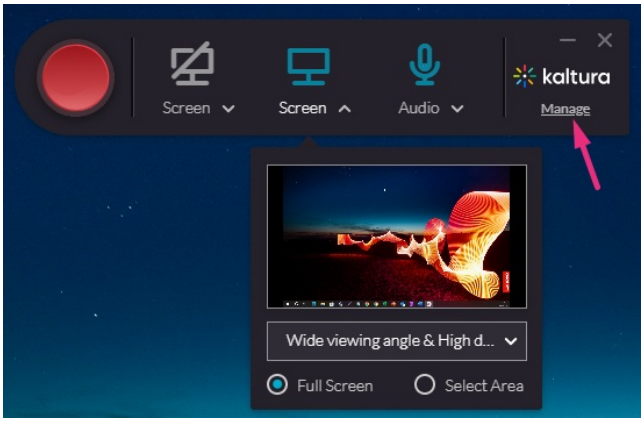
Access the Recording Management window

Launch Kaltura Capture from your Content Hub or LMS Extension (from the **My Media** page):

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- If Theming is enabled, open the **+Create** menu and select **Capture**.
- If Theming isn't enabled, open the **+Add New** menu and select **Kaltura Capture**.

When the Kaltura Capture recorder opens, click **Manage**.



The **Recording Management** window opens on the **Library** tab by default.

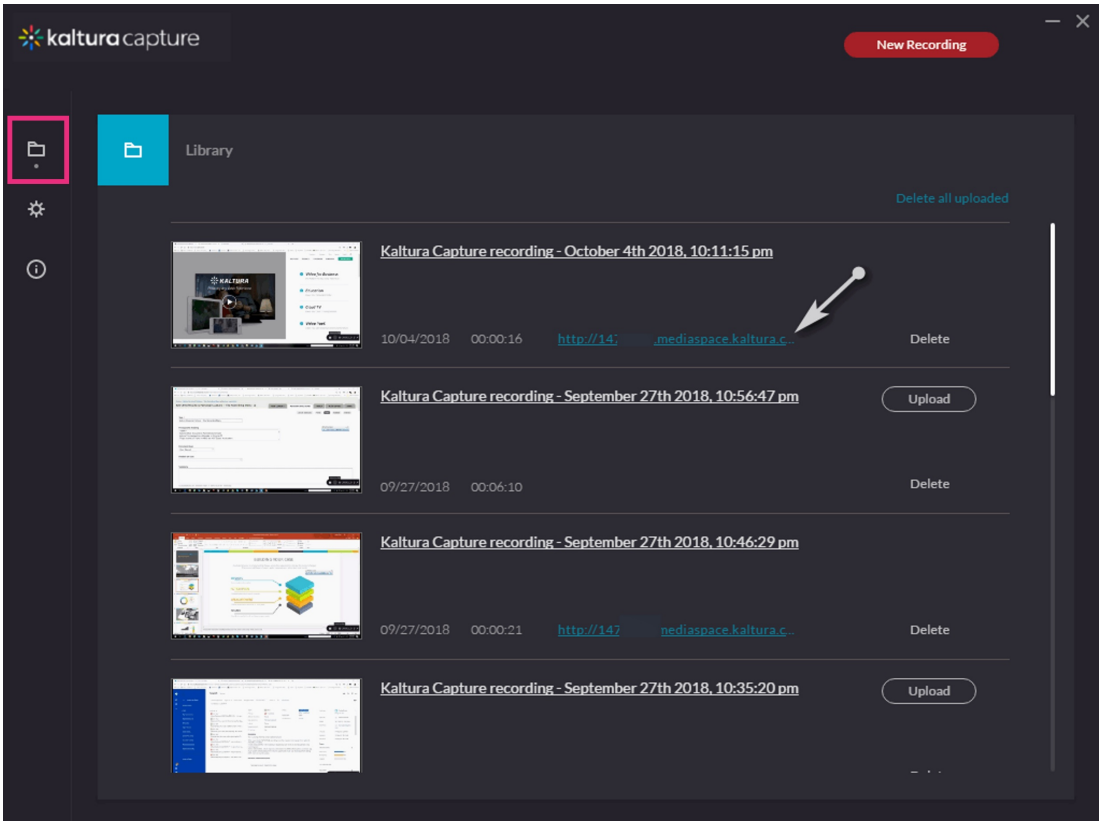
For more information about launching Kaltura Capture, see Create your first recording with Kaltura Capture.

Library

The **Library** tab is where you can find and manage your Kaltura Capture recordings.

In the left panel, click the **folder** icon to open it.

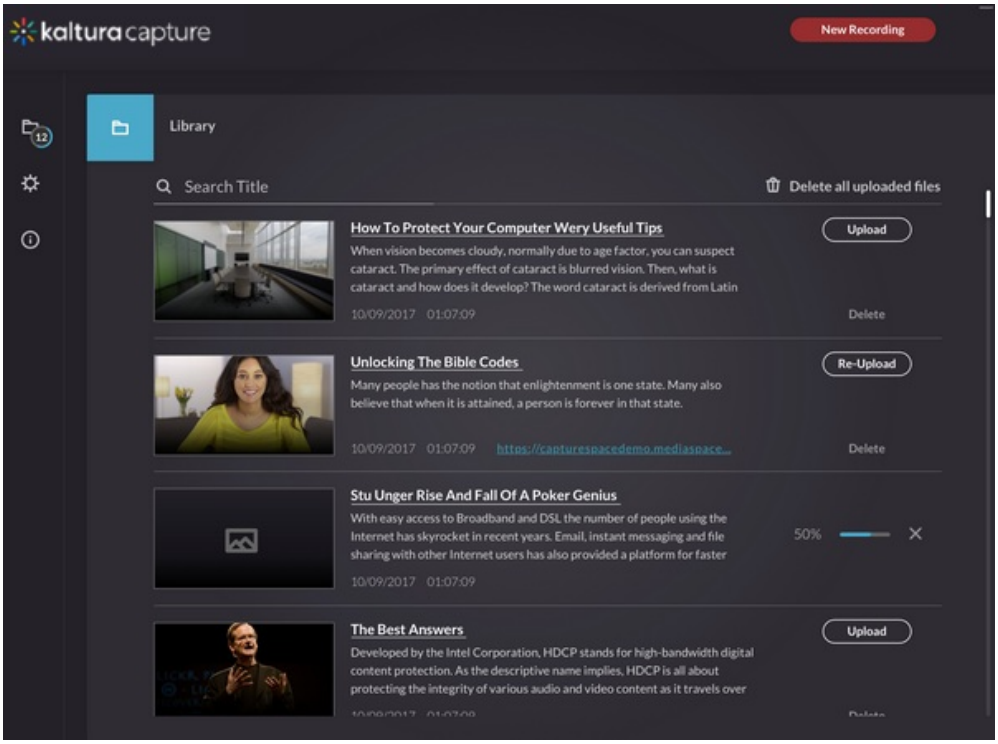
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From the library tab, you can:

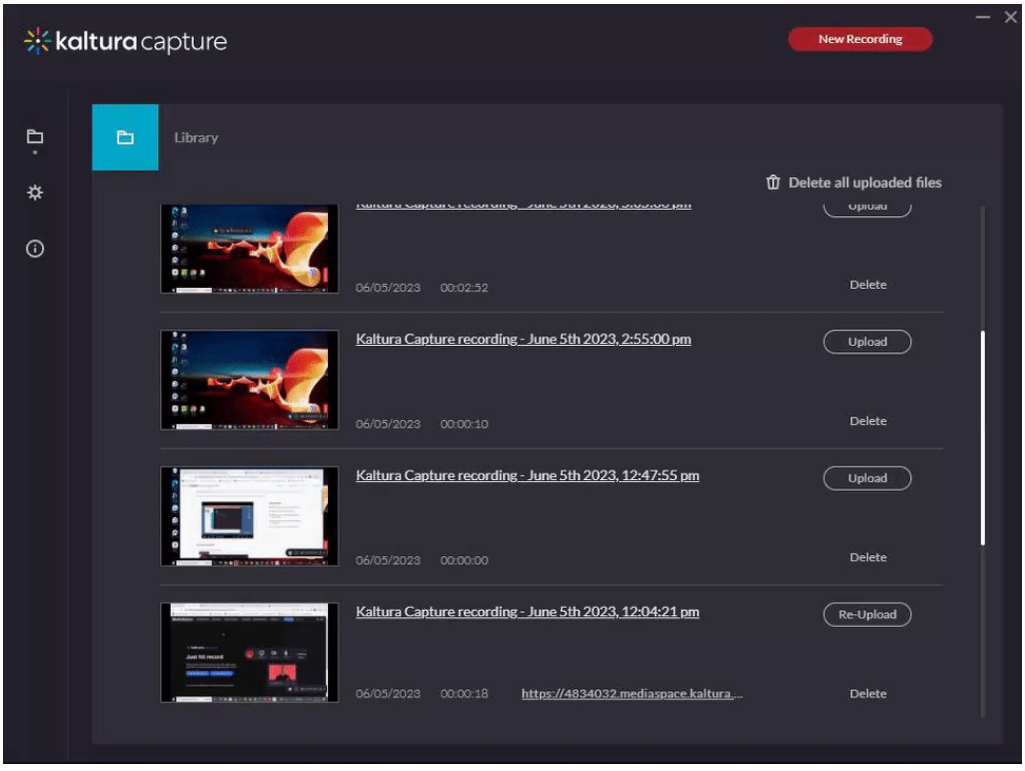
- View your Kaltura Capture recordings.
- Start a **new recording** and return to the Kaltura Capture recorder.
- Click a recording to open its edit page. If the recording has already been uploaded, you can't change its recording details from this page.
- Open an uploaded recording in **My Media**.
- Delete a recording from your local library.
- Delete all uploaded recording files from your local storage.
- **Re-upload media** if a recording needs to be uploaded again. For example, you can re-upload a recording if the original upload was unsuccessful or the uploaded entry was deleted from your site. The recording is uploaded as a new entry.

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Edit a recording

From the **Library** tab, click a recording to open its edit page.



From the edit page, you can:

- **Edit the title, description, and tags**. If the recording has already been uploaded,

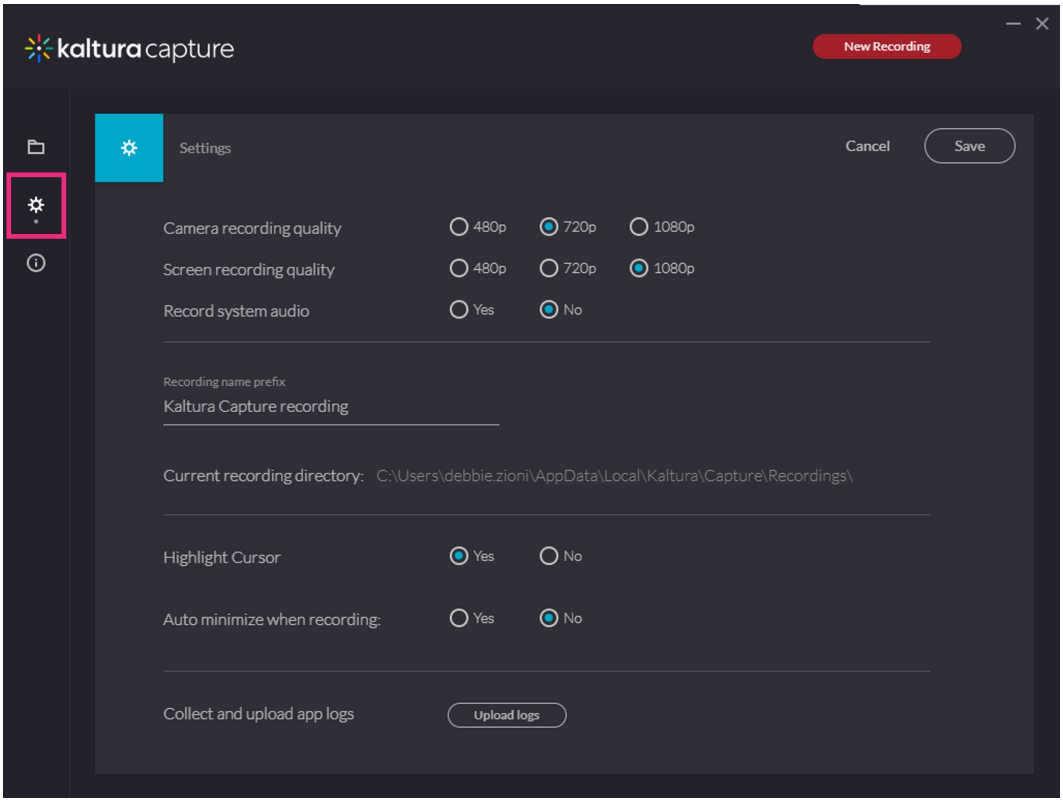
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you can't change these details from this page.

- **Delete the recording** from your local library.
- **Open the uploaded recording** in your Content Hub or LMS Extension using the provided link.
- **Play the recording**.

Settings

In the left panel, click the **gear** icon to open the settings.



From the settings tab, you can:

- Change the **camera recording quality**.
- Change the **screen recording quality**.
- Enable or disable **system audio** (Windows only).
- Change the **recording name prefix**.
- View the **recording directory** where recordings are saved on your computer.
- Choose whether to **highlight the cursor** during recordings.
- Choose whether Kaltura Capture automatically minimizes when recording starts. When **Auto minimize when recording** is set to **Yes**, the app minimizes after the countdown. When set to **No** (default), the app remains visible.
- **Upload application logs** for troubleshooting. After you click **Upload logs** and the

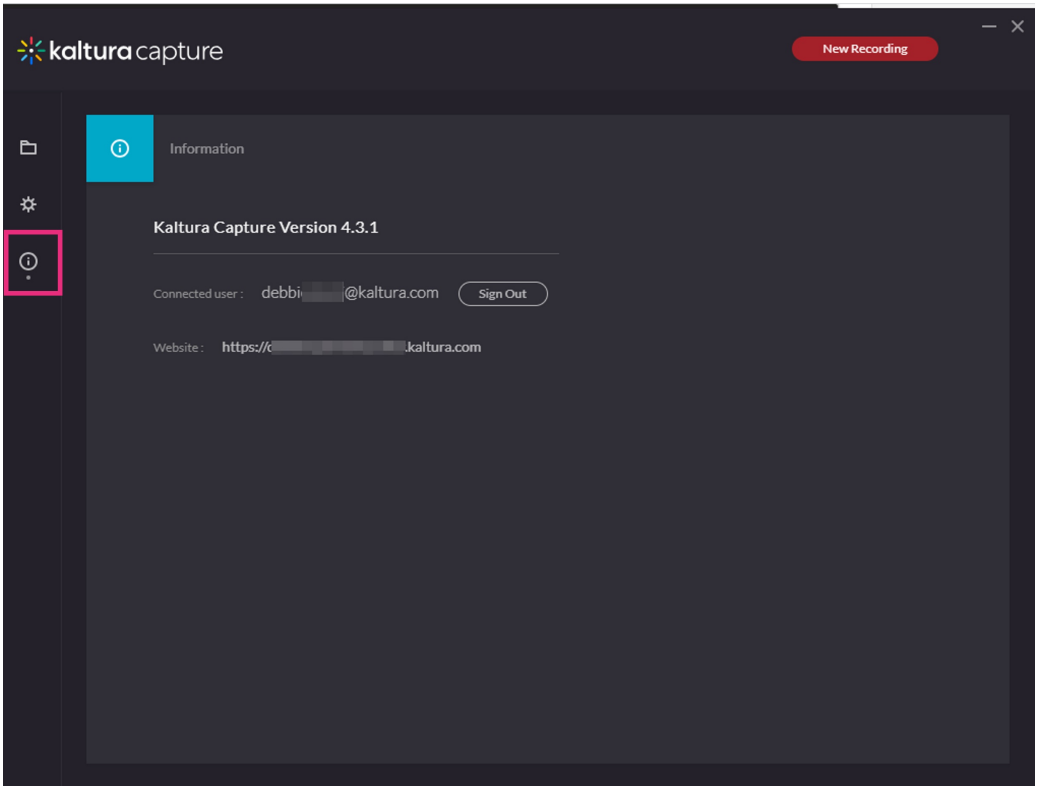
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upload is complete, copy the token and include it in your support ticket.

If your camera or screen doesn't support the selected recording resolution, Kaltura Capture uses the closest resolution supported by the device.

Information

In the left panel, click the **information (i)** icon to view information about Kaltura Capture and the connected user.



From the information tab, you can:

- View the **Kaltura Capture version**.
- View the **connected user**. To connect Kaltura Capture to a different user, sign out and relaunch the application.
- **Sign out** of Kaltura Capture.
- Open the **site connected to Kaltura Capture** using the provided link.

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