

## Create chapters and add slides


Last Modified on 08/21/2024 2:22 pm IDT


 This article is designated for all users.

### About

Chapters and slides enhance the viewer's experience by providing structured navigation and additional visual elements within videos. Chapters act as bookmarks, allowing users to easily navigate to specific sections or topics, while slides offer synchronized visuals that complement the main content. In this article, we'll walk you through how to create, edit, and utilize chapters and slides to optimize your video content and improve viewer engagement in Kaltura's video portal.

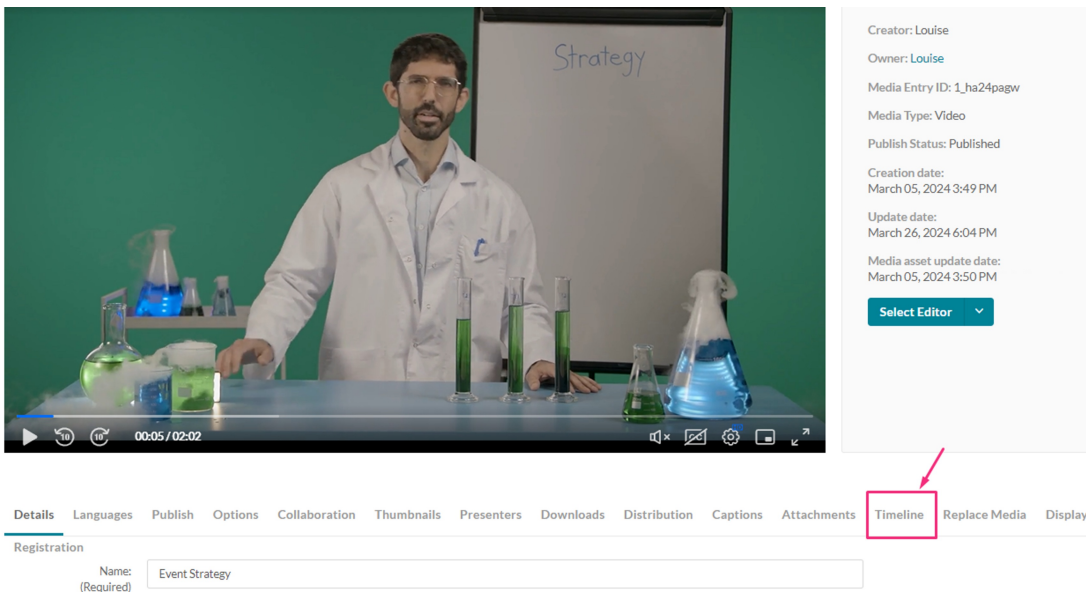
Viewers interact with the extended player and don't have access to the editing timeline. Within the player, viewers can navigate chapters and slides and search for text within them. For more information, check out our article [Dual Screen](#).

 The [Chapters module](#) must be enabled before using this feature.

 In KMS and KAF instances that are set with remote storage configuration, slides on entries are stored and played from the remote storage.

### Create chapters

1. Access the [edit media page](#) and click on the **Timeline** tab.



The screenshot displays the Kaltura edit media interface. On the left is a video player showing a man in a lab coat standing in front of a whiteboard labeled 'Strategy'. On the right is a metadata sidebar with the following information:

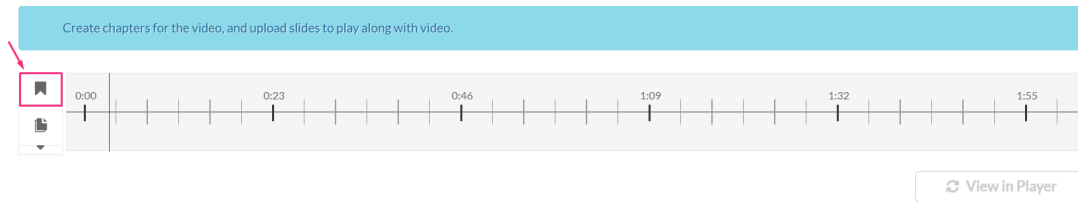
- Creator: Louise
- Owner: Louise
- Media Entry ID: 1\_ha24pagw
- Media Type: Video
- Publish Status: Published
- Creation date: March 05, 2024 3:49 PM
- Update date: March 26, 2024 6:04 PM
- Media asset update date: March 05, 2024 3:50 PM

Below the sidebar is a 'Select Editor' dropdown menu. At the bottom of the page, a navigation menu includes tabs for 'Details', 'Languages', 'Publish', 'Options', 'Collaboration', 'Thumbnails', 'Presenters', 'Downloads', 'Distribution', 'Captions', 'Attachments', 'Timeline', 'Replace Media', and 'Display'. The 'Timeline' tab is highlighted with a red box, and a red arrow points to it from the sidebar area.

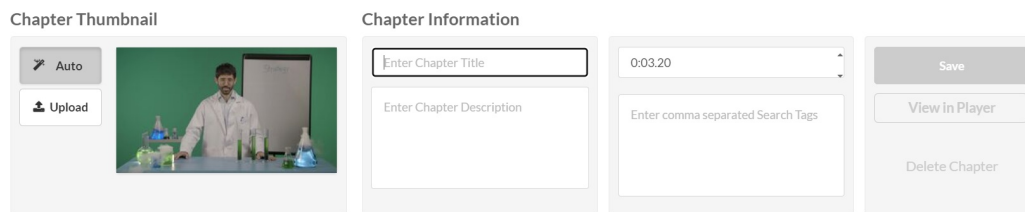
Below the navigation menu is a 'Registration' section with a text input field labeled 'Name: (Required)' containing the text 'Event Strategy'.

The media's timeline displays.

2. Click the **Create New Chapter icon**.



The chapter settings display.



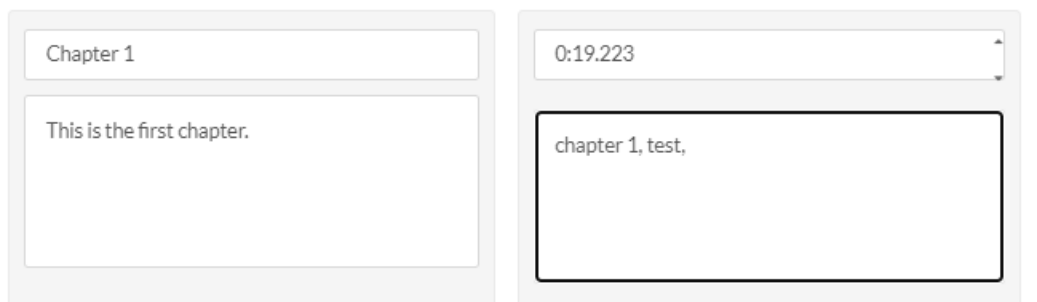
3. Move the cue point to the desired position of the first chapter.



### Chapter information

Enter name, description, and tags (optional). The exact time of the cue point is shown, and you can modify it if necessary.

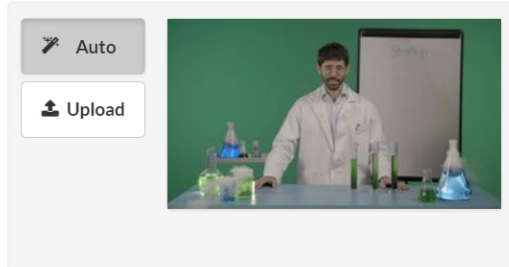
#### Chapter Information



## Thumbnail

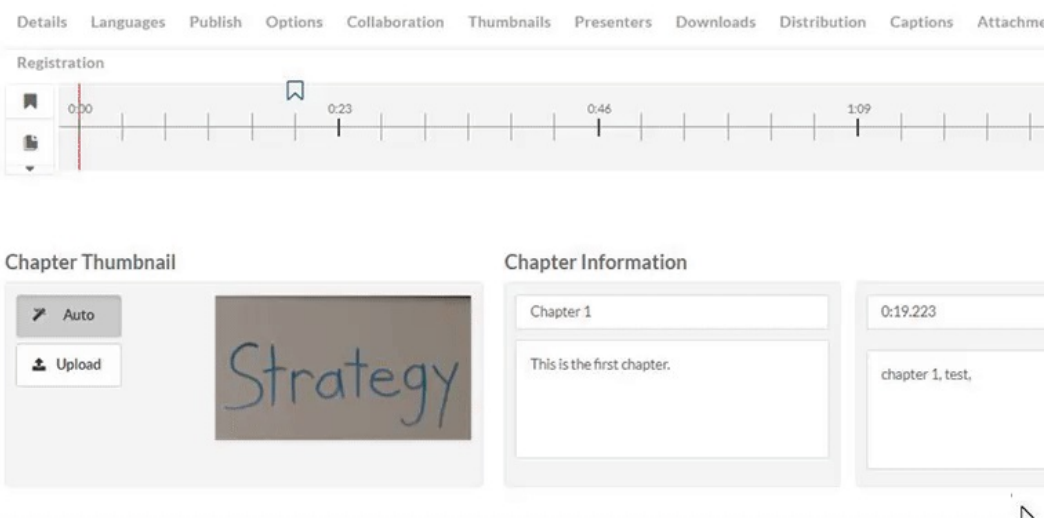
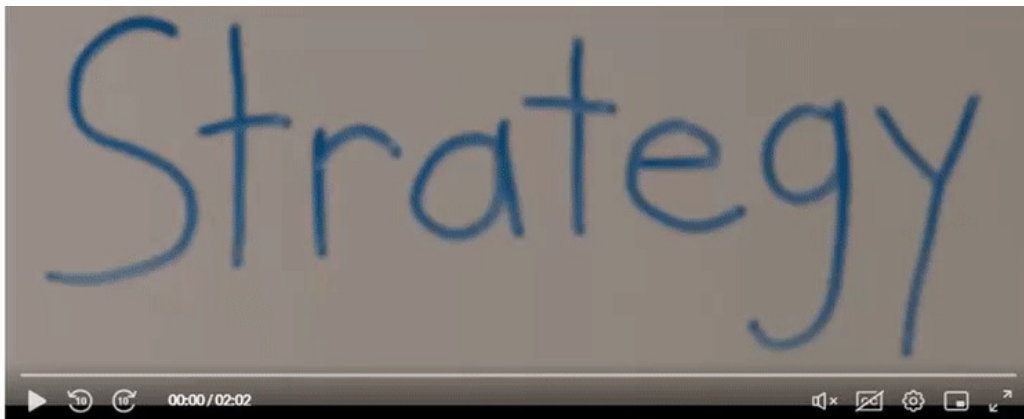
A default thumbnail is set for the chapter, but you can change it using **Auto** or **Upload**.

### Chapter Thumbnail



## Auto

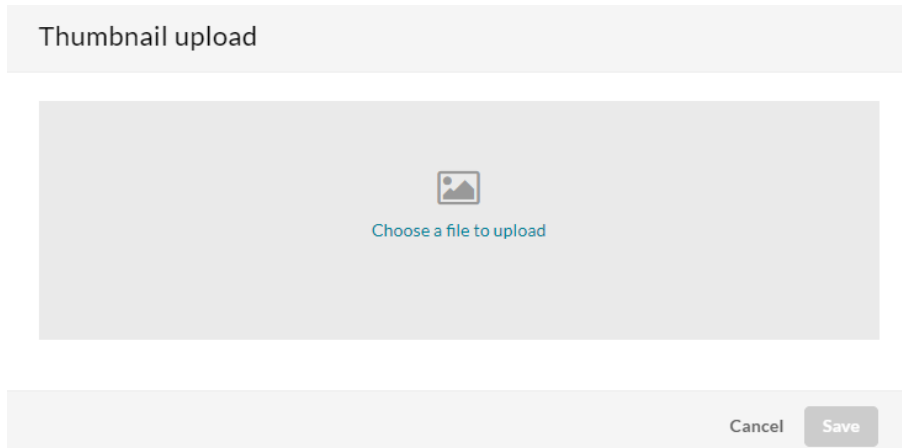
Pick a moment in the video for the thumbnail image and click **Auto** to create it automatically.



The thumbnail updates.

## Upload

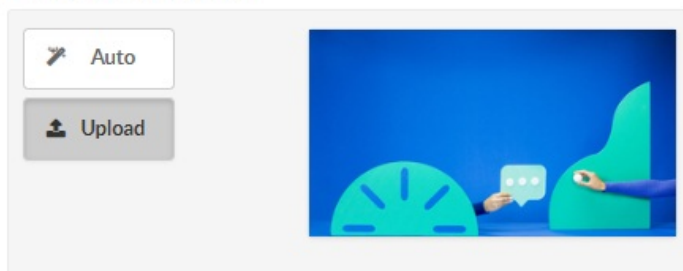
1. Click **Upload** (or click on the thumbnail).  
The **Thumbnail upload** window displays.



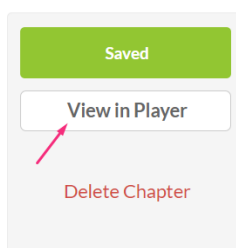
2. Choose a file to upload.
3. Click **Save**.

The image displays as your new thumbnail for that chapter.

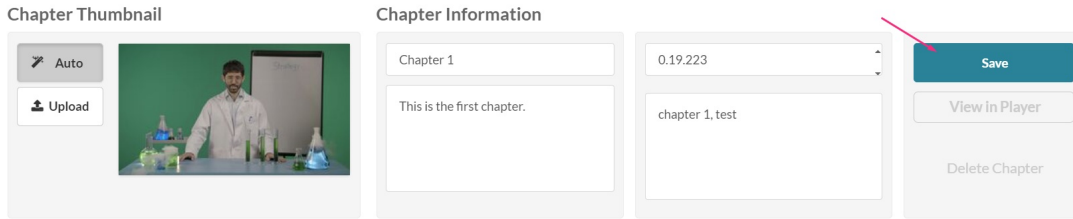
#### Chapter Thumbnail



At any time, you can preview the chapters in the player by clicking **View in Player**.



4. When you have finished configuring your first chapter, click **Save**.



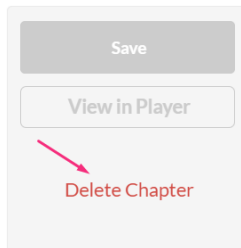
To create another chapter, click the **Create New Chapter icon** and repeat the steps above.

## Delete chapters

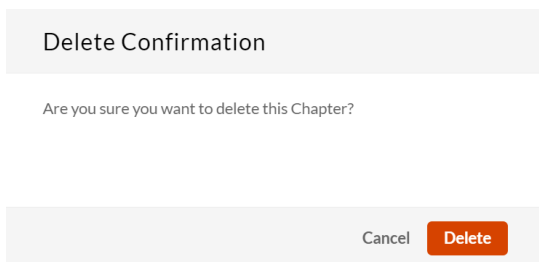
1. Click on the cue point of the chapter you want to delete.



2. Click **Delete Chapter**.



A confirmation message displays: *'Are you sure you want to delete this chapter?'*



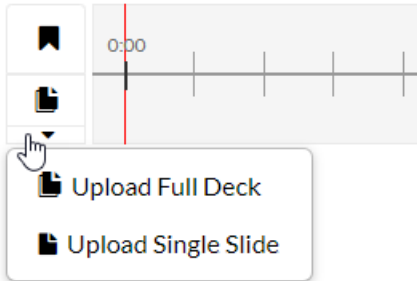
3. Click **Delete** to confirm.

Click **View in Player** any time to see your changes.



## Create slides

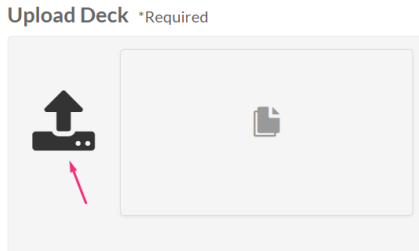
1. Move the cue point to where you want to add the slide(s).
2. Click the arrow below the **slides icon** and select **Upload Full Deck** to add a series of slides (the supported formats are PPT, PPTX, and PDF), or **Upload Single Slide** to upload one slide (image file types only are supported).



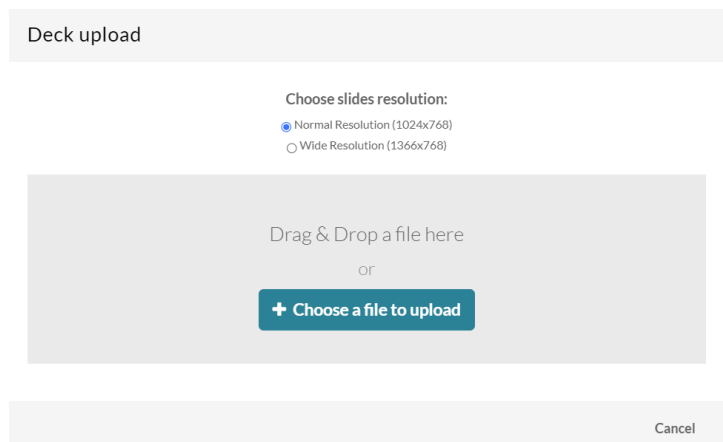
**⚠** If the option to "Upload Full Deck" is not available, please contact your Kaltura administrator to have it enabled. For additional information see the [Chapters](#) module.

## Upload full deck

1. Click the upload icon.



## The Deck upload window displays



2. Choose the resolution (default is Normal), then drag and drop the desired file or


click **+Choose a file to upload**.

You can return to the timeline while the upload is processing by clicking **Back to Timeline**.

Deck upload

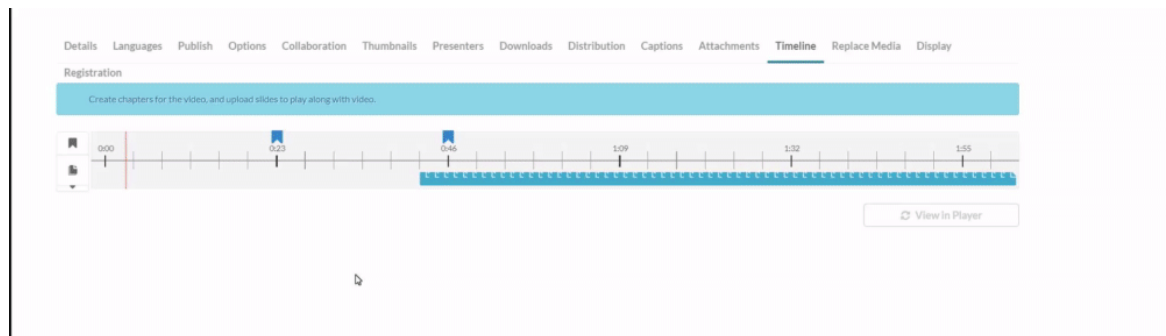
Note - once the upload and processing is done, the slides will be equally spread across the timeline for you to manually arrange them.

Loading...



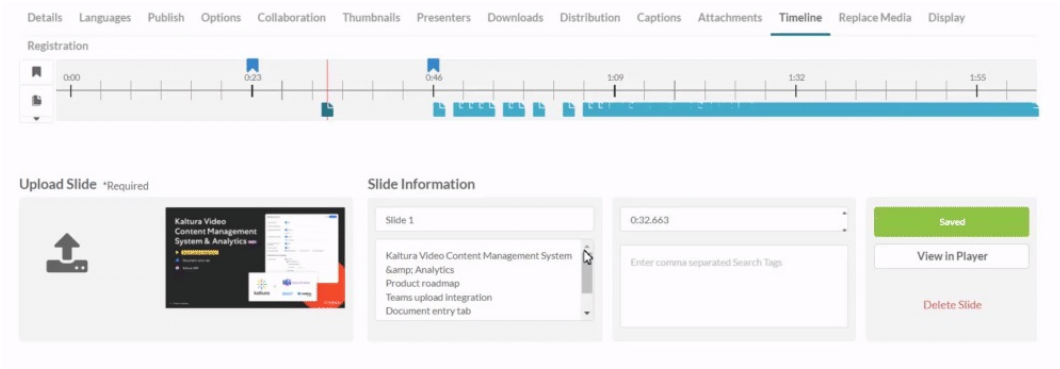
[Back to Timeline](#)

- After the upload and processing have finished, the slides will be equally spread across the timeline and you can manually rearrange them.



## Arrange your slide deck

- Click and drag the slide to the desired position in the timeline.

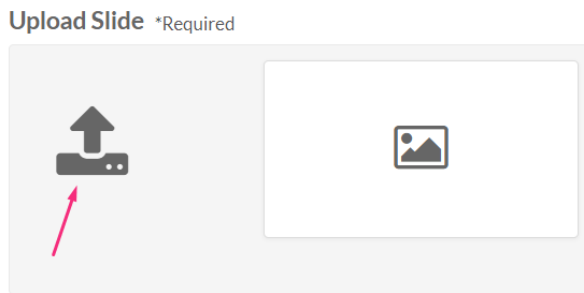


The screenshot shows the 'Timeline' tab with a slide being added to the timeline. Below the timeline, there are two panels: 'Upload Slide' and 'Slide Information'. The 'Upload Slide' panel has an upload icon and a thumbnail of a slide. The 'Slide Information' panel has a 'Slide 1' title, a description: 'Kaltura Video Content Management System & Analytics', and a list of tags: 'Product roadmap', 'Teams upload integration', and 'Document entry tab'. There is also a search tag input field with the placeholder 'Enter comma separated Search Tags'. A 'Save' button is highlighted in green, and a 'View in Player' button is below it. A 'Delete Slide' button is at the bottom right of the panel.

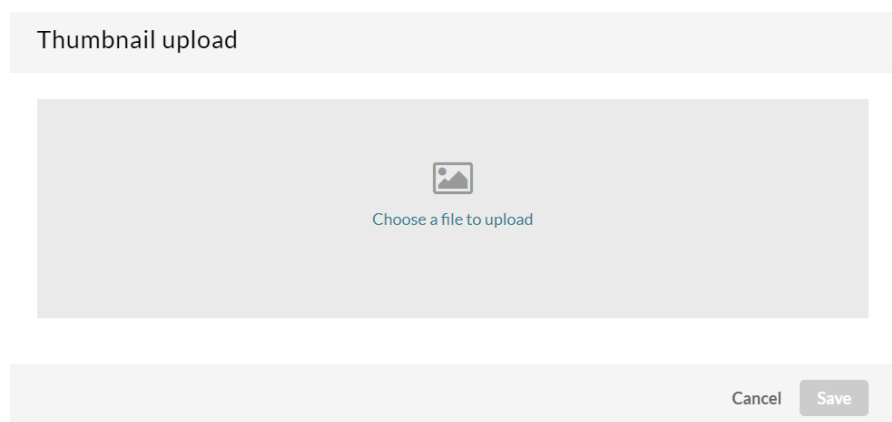
- In the slide information section, enter a name, description and tags (optional) for the slide.
  - Click **Save**.
- Repeat this process for each slide.

## Upload single slide

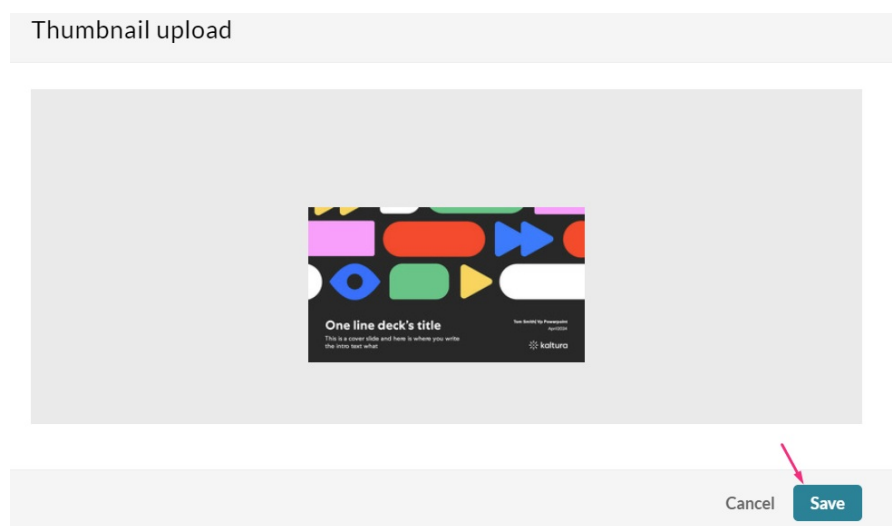
1. Click the upload icon.



The upload window displays.

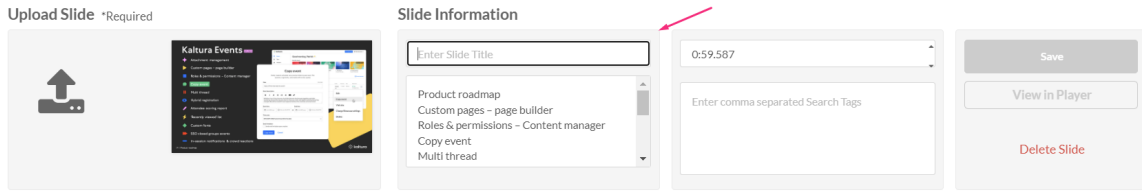


2. Choose a file to upload (image file only).



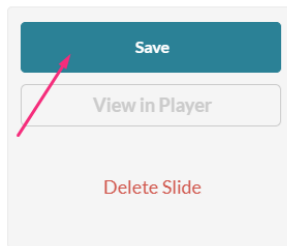
3. Click **Save**.
4. Enter name, description, and tags (optional). The exact time of the cue point is shown, and you can modify it if necessary.



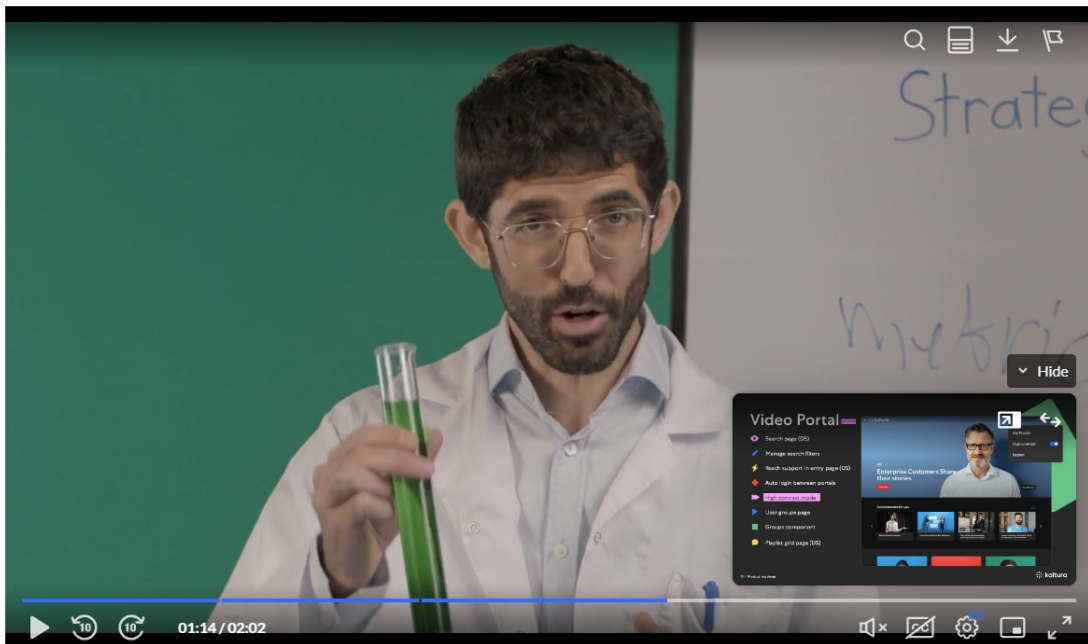


Click **View in Player** any time to see your changes.

5. When you are happy with all your configurations, click **Save**.

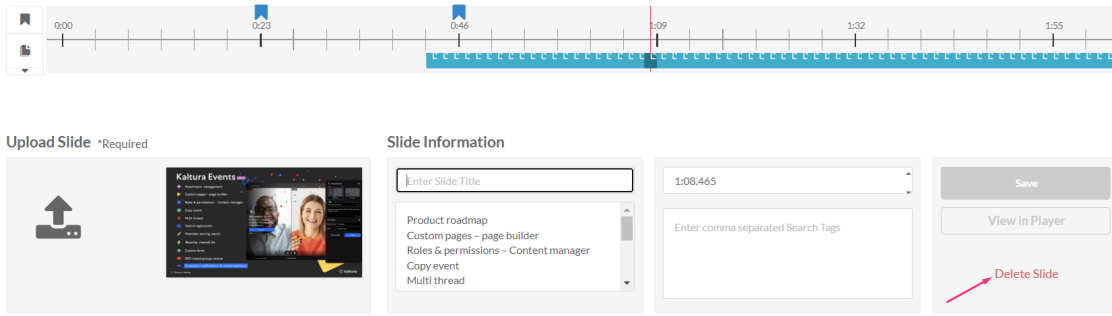


The slides appear on the player. To learn more about viewing slides on the player, check out our article [Dual Screen](#).

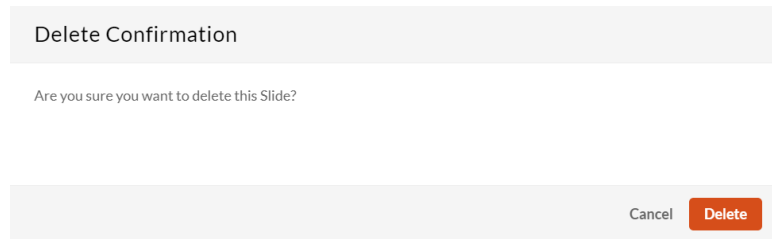


## Delete slides

1. Click on the slide you want to delete.
2. Click **Delete Slide**



A confirmation message displays: 'Are you sure you want to delete this slide?'



3. Click **Delete** to confirm.

