Introduction to Lecture Capture scheduling

Content updated: 07/22/2020

This article is designated for all users.

About

Lecture Capture scheduling lets you create recording events in a calendar. You set the time and select a capture resource. At the scheduled time, the resource starts recording and uploads the finished recording.

This feature requires the Recscheduling module to be enabled and configured for the appropriate user roles.

How scheduling works

1. An administrator configures the capture resources and gives users permission to schedule events.
2. A user creates an event in **My Calendar**, selects a resource, and sets the recording details.
3. The capture resource syncs with the schedule and starts recording at the event time.
4. After the event ends, the resource uploads the recording. The recording becomes available in Content Hubs or LMS Extensions.

During a scheduled recording, instructors can pause, resume, or stop the recording.

Set up scheduling

Before users create events, administrators need to complete the setup in Kaltura and on the capture devices:

- Confirm that the capture devices support scheduling through Kaltura.
- Configure each device for scheduling and publishing according to the manufacturer's instructions. Some devices create their resources in Kaltura automatically.
- Enable and configure the **Recscheduling** module.
- Check that the capture devices appear as resources in Kaltura, or add the resources

Copyright © 2025 Kaltura Inc. All Rights Reserved. Designated trademarks and brands are the property of their respective owners. Use of this document constitutes acceptance of the Kaltura Terms of Use and Privacy Policy.

as needed.
- Give the appropriate users permission to schedule events.
- Configure any additional publishing categories needed for the resulting recordings.

We recommend testing the setup with one device before adding more devices. For configuration instructions, see Configure publishing for scheduled recordings.

Schedule and manage events

Users with scheduling permission can open **My Calendar** from the user menu in Content Hubs. In LMS Extensions, they can open **My Calendar** from the **My Media** menu.

Use these articles for the available tasks:

- View the recording schedule
- Schedule a session recording with Lecture Capture
- Schedule a recurring Lecture Capture session
- Edit a Lecture Capture event
- Delete a scheduled recording

Copyright © 2025 Kaltura Inc. All Rights Reserved. Designated trademarks and brands are the property of their respective owners. Use of this document constitutes acceptance of the Kaltura Terms of Use and Privacy Policy.