

Set up Lecture Capture scheduling

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About

This article explains how to set up Lecture Capture scheduling.

Content Hubs and LMS Extensions system administrators manage Kaltura scheduling in the admin area, accessed from <Base_URL>/admin (for example, <https://videos.mediaspace.kaltura.com/admin>), in the **Recscheduling** module.



My Schedule has transitioned to My Calendar. All previous events remain available.

Enable and configure the Kaltura Scheduling module

- Configure the **Recscheduling** module:
 - Set up the [roles and permissions](#) allowed to schedule a recording at the school or institution.
 - Set up the [resources](#) or devices to use.
 - Set up the [publishing categories](#), when categories need to be created in advance for multiple applications.
- [Verify that you activated the Kaltura Scheduling feature](#).

Verify that you activated the Kaltura Scheduling feature

Verify that selected users can schedule an event

Content Hubs

- Log in to Content Hubs.
My Calendar appears in the user login drop-down.

My Calendar

My Dashboard

My Media

My Playlists

My Channels

My History

 Logout

- Log in to your LMS Extensions application.
My Calendar appears on the My Media page.

Resources

Ingesting from different devices can be challenging, since recording equipment differs between schools and institutions. Each resource maps to a device, and the device is triggered by the scheduling API.

Upload a resources file

1. In the Configuration Management Console, select the `Recscheduling` module.
2. Enable the `Recscheduling` module.
3. In the `manageResources` field, click **Upload a resource definition file (.csv)**.
The list should contain all available resources for recording, the device name, and the device location.

View the resources used for recording

1. In the Configuration Management Console, select the `Recscheduling` module.
2. Enable the `Recscheduling` module.
3. In the `exportResources` field, click **Download the Resources list**.

View how a scheduling admin schedules a resource

1. In the Add or Edit Event window, click the Resources field.
The available resources appear.
2. Select a resource from the drop-down, and click **Save**.

Edit Event

Event Title:
(Required)

Event Organizer:

Start Time: ▼

End Time: ▼

Resource: ▼

Description: ☐ Main Auditorium

☐ Main Conference Room

☐ Summer Conference Room

☐ Fall Conference Room

☐ Winter Conference Room

Tags: ☐ Spring Conference Room

☐ Main Studio

Copy details from event ☒
to recording: