

# Kaltura Video Tool for Blackboard Ultra User Guide

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This guide is intended for users of the Kaltura Video Tool for Blackboard Ultra.

The following documentation is available for information about Kaltura's Video Tool for Blackboard Ultra:

- Kaltura Video Tool for Blackboard Ultra Deployment Guide
- Kaltura for Blackboard Dual Course Mode Environment Deployment
- Kaltura Video Tool for Blackboard Ultra Release Notes

Section 1 Overview of Kaltura Video Tool for Blackboard Ultra

• About the Kaltura Tools

Section 2 Interacting with Media

- Access and Use Kaltura My Media
- My Media Upload/Add Media
  - Upload Media From Your Desktop
  - Express Capture
    - Create Media Using Your Webcam Recorder and/or Microphone
    - Keyboard Shortcuts
  - YouTube Entries
    - Add Media From YouTube
    - Replace a YouTube Link
    - Analytics for YouTube Entries
  - Kaltura Capture
    - Kaltura Capture Workflow
    - Documentation Guides
  - Video Quiz
    - Searching for Media with Quizzes
    - Creating and Editing Video Quizzes
    - How to Take a Quiz
    - Quiz Reporting and Analytics



- View Media
- Refresh My Media
- Media Comments
  - Comment On a Media Item
  - Display Comments
  - Reply To a Comment
  - Delete a Comment

## Section 3 KAF Search Functionality

- How to Read the Media Search Results
- Show More
- Search Filters
- Keywords and Filters Logic

### Section 4 Managing Your Media

- Access the Edit Media Page
- Edit Media Metadata
- Schedule Media
- Enable Clipping, Disable Comments, and Close Discussion
- Change Media Owner and Add Collaborator
- Set and Modify Thumbnails
- Download Media
- Upload and Manage Captions
- Add Attachments
- Manage Chapters and Slides Via the Timeline Tab
- Replace Media
- Customize the Entry Display
- Delete the Entry
- Launch the Editor

### Section 5 Entry Level Analytics

- Access Entry Level Analytics
- Overview
- Views on Playback
- User Engagement
- User Engagement Heatmap



- Metrics Over Time
- Engagement Funnel
- Top Countries
- Devices Overview
- Top Domains

Section 6 Sharing Media

- Share a Link to a Media Page
- Embed a Media Item

### Section 7 Media Gallery

- Add Kaltura Media Gallery as a Course Tool
- Add Kaltura Media Gallery as a Course Content Tool
- Embed Content Directly in the Course Content
- Embed Content in a Document Within the Course Content
- Create a Gradebook Item and See the Grade Within Blackboard Ultra
- Check the Quiz Results
- Add Media Window
- Manage a Media Gallery
- Create and Add Media to a Playlist
- Playlist Details
- Managing Playlists

Section 8 Publishing Media

- Publishing Media from the My Media Page
- Publishing Media from the Media Gallery

Section 9 Channel/Course Analytics

Section 10 Add Kaltura Media via the Rich Text Editor in Blackboard