

# Kaltura Video Integration with Webex Setup Guide

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 This article is designated for administrators.

## Setting up the Webex Integration with Kaltura

### Prerequisites

- A Webex Account
- Access to Cloud Recording
- A Kaltura Account

### Installing the Webex Video Plugin for the Kaltura Webex Integration

The Webex integration for Kaltura is an account-level application. All the recordings created by Webex users under the configured account will be uploaded to Kaltura.

Only Webex account admin(s) can install the Kaltura Webex plugin application from the Webex Marketplace.

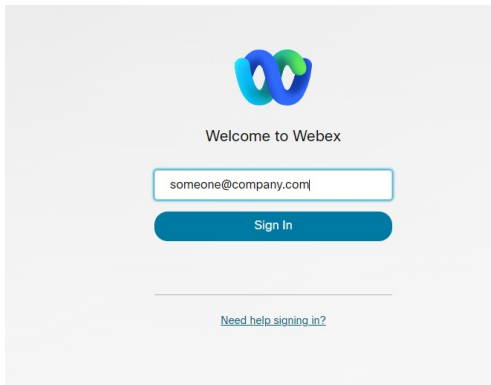
After the Kaltura Webex plugin for Kaltura is installed and enabled on your account:

- All Webex cloud recordings for the account are uploaded to the configured Kaltura account.
- Only the Webex admin may edit the application configuration.
- Recordings that were recorded prior to the installation will not be uploaded to Kaltura.

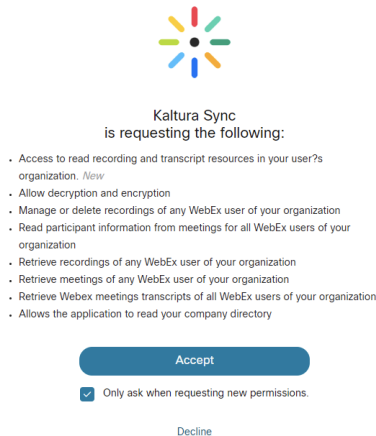
The transfer to Kaltura begins immediately and seamlessly, although it may take a few minutes for the recording to be available from Webex.

To configure the Webex Kaltura integration settings:

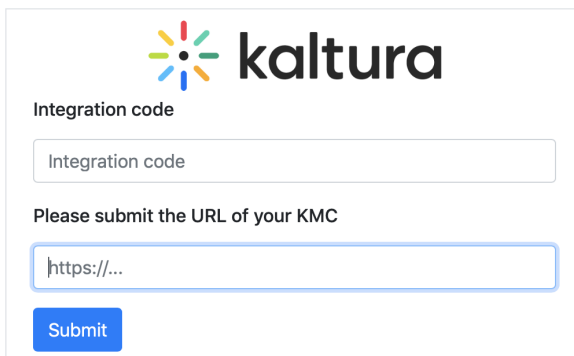
1. Browse to the following link [Webex Integration](#).
2. Sign in to Webex with your credentials.



3. Accept the application terms.



4. The following screen is displayed: **Authentication Screen** - use to authenticate/authorize with your Kaltura account credentials.



5. Enter the URL of your KMC. For SaaS installations, the URL is <https://kmc.kaltura.com/index.php/kmcng/login>.
6. To identify a user, you must generate the integration code in the Kaltura Management Console and then paste the copied integration code onto your authentication screen.
7. The Integration code is generated in the "Settings > Integrations", Webex integration section in the Kaltura Management Console.
8. Scroll down to Webex integration and click Generate Integration code.

**Webex integration**

Generate integration code

Webex integrated accounts

| Webex cccount ID | Account description | Creation date | Updated at | Status |
|------------------|---------------------|---------------|------------|--------|
|------------------|---------------------|---------------|------------|--------|

- The Integration Code is generated. Copy the code and close the window. The code is temporary and may be used only once for setting up Webex integration.
- After submitting, login to the Kaltura Management Console and select Settings and then select the Integration tab.
- Scroll down to Webex integration. A list of all Webex integrated Accounts is displayed.

### Configure the Webex Account Information

- Select Settings and then select the Integration tab.
- Scroll down to Webex integration. A list of all Webex integrated Accounts is displayed.

**Webex integration**

Generate integration code

Webex integrated accounts

| Webex cccount ID          | Account description | Creation date | Updated at   | Status      |
|---------------------------|---------------------|---------------|--------------|-------------|
| nmmluriz.v00s@kaltura.com |                     | Dec 7, 2022   | Dec 28, 2022 | Enabled ... |

- Click on the 3 dots to configure your Webex integration settings. First, you need to enable your integration. After all the settings are configured, click Save to apply your configuration. All the settings can be reviewed and changed later as needed.

Enable integration  Yes

Webex account ID

Webex account description

Upload meeting recordings  Enabled

Category

Upload recordings management  Upload all recordings  Opt-in groups  Opt-out groups

Delete content from Webex after upload  No

Webex transcription  Yes

Add meeting participants as  Ignore participants  Add as co-viewer  Add as co-publishers

**Recordings owner**

Webex user  Do not modify  Remove postfix  Add postfix

Postfix

In case the user doesn't exist  Create new user based on Webex user  Use default user

#### 4. Enter the Settings information:


| Field                  | Description  | Notes   |
|------------------------|--|---|
| Default User ID        | This User ID will be used if the Webex host user ID does not exist in Kaltura and will become the default owner for uploaded recordings. |   |
| Webex Category         | Enter a category for Webex meeting recordings and the Webex web.   | Different categories may be selected for meeting recordings and webinar recordings. |
| Webex Webinar Category | Enter a category for Webex Webinars to assign recordings from webinars to this category.   |   |
| <b>Settings</b>        |  |   |
| Enable Integration     | Toggle onto Yes to enable the integration.   |   |
| Enable Meeting         | When set to Yes, Webex meeting recordings will be uploaded and   |   |

|  |  |  |
|--|--|--|
| Upload                                     | automatically placed in the Webex Category defined in this screen.   |  |
| Setting Owner for Recordings               | Setting the owner of the recording can be done in two ways: based on Webex user ID or based on CMS mapping. (SAML mapping)           |  |
| Create a new user if no match is found     |  |  |
| Enable automatic deletion of files         | Select whether to delete the content from Webex after uploading to Kaltura.  | When enabled, the content will be deleted after 1 day. The delay time can be updated in the Webex drop folder, via Admin Console.  |
| Enable Transcriptions                      | Select whether to use Webex transcription when uploading the content   |  |
| Based on Webex User ID                     | <p>Webex User</p> <ul style="list-style-type: none"> <li>• Do not Modify</li> <li>• Remove Postfix</li> <li>• Add Postfix</li> </ul> | When choosing Webex User ID, the Webex user ID is matched to a Kaltura user ID, and as a fall back Kaltura also tries to match the user's email address. In some cases, users are defined in Webex differently than they are defined in Kaltura. For example, Webex may transfer the entire email address (e.g. first.last@company.com) and in some cases only the user name (e.g. first.last). This setting enables sync between Webex users and Kaltura users by adding or removing a postfix (e.g. @company.com) or maintaining the same user ID as in Webex. |
| How meeting participants should be handled | <ul style="list-style-type: none"> <li>• Add as Co-Publishers</li> <li>• Add as Co-Viewers</li> <li>• Ignore Participants</li> </ul> | Meeting participants may be added as co-publishers, co-viewers, or only the host can be defined as the owner of the recording. This option applies to all meeting recordings. This option is only applicable when  |


selecting to map user names  
through Webex User ID.

## Opt In or Out of Webex Auto-Ingest Based on Groups

1. Select Settings > Integration > Webex Integration section.
2. Choose whether to Upload All Recordings (default), Opt-in Groups, or Opt-out Groups.
3. If you choose Opt-in Groups or Opt-out Groups, an additional field is displayed where you must enter at least one group. If the user is a member of the configured group(s), the recording will be ingested.
4. If you choose Opt-out Groups, an additional field is displayed where you must enter at least one group. If the user is a member of the configured group(s), the recording will not be ingested.

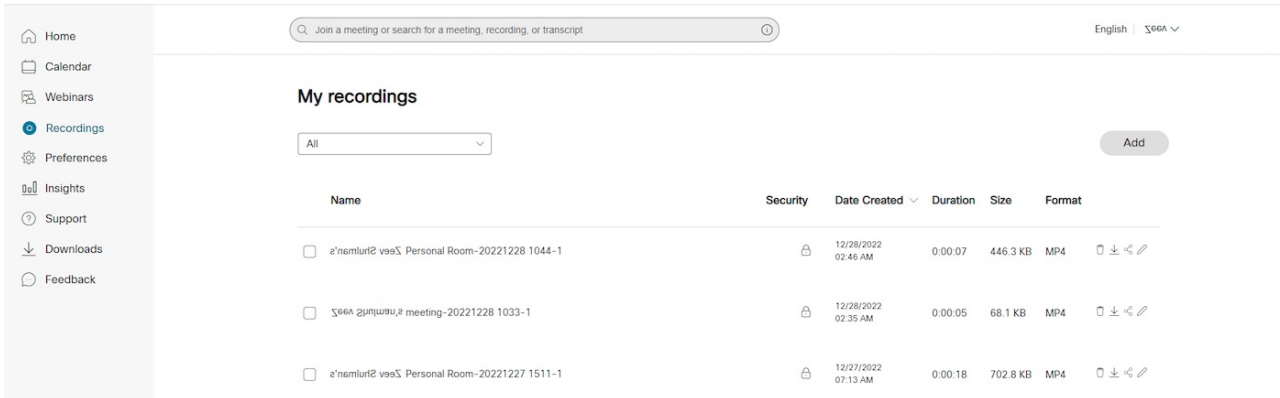
 A Webex integrated account may be either opt-in or opt-out. Both configurations in parallel are not supported.

For information on how to create groups and assign users to groups, see [Managing Groups from the MediaSpace or KAF Admin Console](#). After the creation of a group, admins can find the groups in the KMC (by auto-completion).

 When setting a user: If the user does not exist and you choose to use the default user, @defaultUserID@ must be changed in order to assign the user to a group.

## Creating Webex Recordings

Users in the configured account are able to record their Webex recordings that will automatically be uploaded to Kaltura. When the meeting ends the recording is processed and is automatically synced to Kaltura. The Webex recording ID becomes the entry name for the recording.



Join a meeting or search for a meeting, recording, or transcript

English |  $\Sigma$ 664

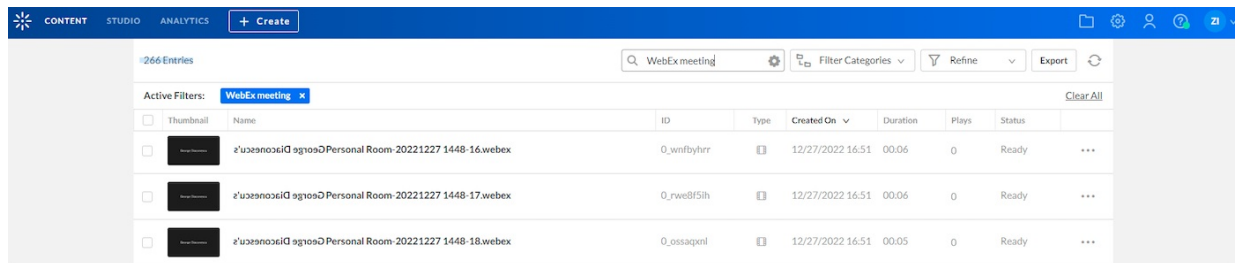
**My recordings**

All Add

| Name  | Security | Date Created        | Duration | Size     | Format |          |
|---|----------|---------------------|----------|----------|--------|----------|
| ⊞'nemlurI2 v9eS Personal Room-20221228 1044-1 | 🔒        | 12/28/2022 02:46 AM | 0:00:07  | 446.3 KB | MP4    | 🗑️ ⏪ ⏩ ✎ |
| ⊞664 2pmlw#4,e meeting-20221228 1033-1        | 🔒        | 12/28/2022 02:35 AM | 0:00:05  | 68.1 KB  | MP4    | 🗑️ ⏪ ⏩ ✎ |
| ⊞'nemlurI2 v9eS Personal Room-20221227 1511-1 | 🔒        | 12/27/2022 07:13 AM | 0:00:18  | 702.8 KB | MP4    | 🗑️ ⏪ ⏩ ✎ |

To view Webex Recordings in Kaltura

1. Select Content > Entries.
2. Filter the entries by Category. Enter the Webex Category name that was assigned to your account.



CONTENT STUDIO ANALYTICS + Create

266 Entries

WebEx meeting

Active Filters: WebEx meeting

| Thumbnail | Name   | ID         | Type | Created On       | Duration | Plays | Status |   |
|-----------|--|------------|------|------------------|----------|-------|--------|---|
|           | ⊞'u2e9noziI2 e9nosD Personal Room-20221227 1448-16.webex | 0_wmfbyhr  | 📹    | 12/27/2022 16:51 | 00:06    | 0     | Ready  | ⋮ |
|           | ⊞'u2e9noziI2 e9nosD Personal Room-20221227 1448-17.webex | 0_rweBf5ih | 📹    | 12/27/2022 16:51 | 00:06    | 0     | Ready  | ⋮ |
|           | ⊞'u2e9noziI2 e9nosD Personal Room-20221227 1448-18.webex | 0_ossaqxnl | 📹    | 12/27/2022 16:51 | 00:05    | 0     | Ready  | ⋮ |

To View the Webex entry's Metadata

1. Select Content > Entries.
2. Filter the Webex entries and select the entry.
3. Select the Users Tab.

The following Metadata is displayed in the KMC Users tab:

- Recorded entry title - Webex Recording - [ID:{Webex-Meeting-ID}]
- Owner - Webex host or default Kaltura user ID
- Co-publishers (optional) - any alternate Webex hosts.
- Select the Metadata Tab to view the Category information.
- Category (optional) - top-level category as defined in the Webex application.

⚠️ The Description field includes additional information about the meeting such as the Webex recording ID and meeting time. The meeting time is shown in Webex event time (e.g. Z near time description means UTC/GMT time zone).

To delete a Webex Recording in Kaltura



1. Select Content > Entries.
2. Filter the entries by Category. Enter the Webex Category name that was assigned to your account.
3. Check the entry you want to delete and select Delete from the Actions (3 dots ) menu.

### **To delete multiple Webex Recordings in Kaltura**

1. Select Content > Entries.
  2. Filter the entries by Category.
  3. Select the Webex Category that was assigned to your account.
  4. Check the entries you want to delete and click the Trash icon.
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