

Pre-recorded live session

Last Modified on 10/07/2024 3:37 pm IDT

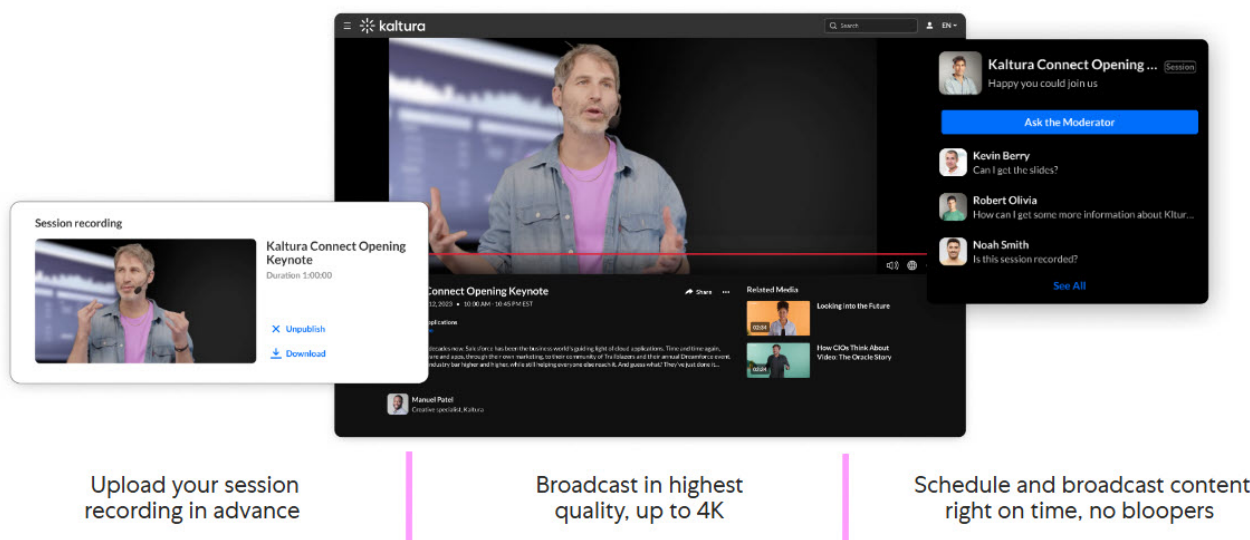
 This article is designated for all users.

About

Pre-recorded live sessions are pre-recorded videos that are broadcasted as if they were live. They are considered as if they were a live broadcast from the system's point of view (player, analytics, etc.).

Pre-recorded live session

Minimize the day-of stress by uploading a session recording in advance, broadcasted in the highest quality




Upload your session recording in advance

Broadcast in highest quality, up to 4K

Schedule and broadcast content right on time, no bloopers

To create a Pre-recorded live session

1. Log into your Kaltura Events account. The Kaltura Events Home page displays with the Home tab open by default.



kaltura

[+ Create](#)
Patrick Lorimer


[Home](#)
[Team](#)
[Analytics](#)
[Integrations](#)

Good morning, Patrick 🌞


Recently viewed




Kaltura Academy
Viewed 40 minutes ago




SKO 2023
Viewed 1 day ago



Virtual Summit 2023
Viewed 2 days ago







Training day
Viewed 3 days ago



Product palooza
Viewed 3 days ago

Events & Webinars

All events & webinars
All Labels
4 Results
[Showcase](#)


Date	Name	Labels	Showcase	Type	Registration
07/24/24 - 07/24/24 In 16 hours	 <p>From Concept to Launch Created by Alexander Benj... 2 days • 2 sessions</p>	Product +2	✓ Added	Webinar	Open 172 Registrants
07/24/24 - 07/24/24 In 16 hours	 <p>How to Drive Conversions Created by Eric grant 2 days • 2 sessions</p>		✓ Added	Interactive session	Open 172 Registrants
07/24/24 - 07/24/24 In 16 hours	 <p>Tips and Techniques for Created by Eric grant 2 days • 2 sessions</p>	Marketing	✓ Added	Interactive session	Open 172 Registrants
10/24/23 - 11/30/23 Ended 8 months ago	 <p>Marketing Kick-off Created by Eric grant 37 days • 4 sessions</p>	Marketing	✓ Added	Interactive session	Closed 172 Registrants

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- Click the blue **+ Create** button in the upper right corner of the screen. If no current events or webinars exist, you may also click the **+ Create** button in the main body of the page. The Get started with a template page displays.

Get started with a template


Presets Custom



Blank template

Start from scratch and create your own event.

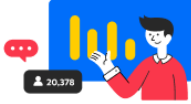
[Select](#)



Interactive session

Present, speak with your attendees, and use engagement tools. Perfect for a small-medium audience.


[Select](#)



Live webcast

Broadcast live to an unlimited-sized audience, at the highest production quality.


[Select](#)



Pre-recorded live

Record and edit your session in advance, then broadcast it live.

[Select](#)



DIY live broadcast

Broadcast live from a virtual studio room with no production needed. Solo or with multiple speakers.

[Select](#)

Looking for something else?

No worries, we have tailor-made solutions just for you.

[Let's talk](#)

If your Kaltura Events is configured with Custom templates (as in our example above), the Get started with a template page displays two tabs - one for Preset templates (Presets) and one for Custom templates (Custom). If Custom templates are not configured, the Get started with a template page does not display the two tabs, and only displays Preset templates from which to choose.

3. Choose the Pre-recorded live Session preset template. The Let's get started page displays.

Let's get started

Start with a few details about your event

Title 0/120

Short description

Start time **End time**

→

Time zone

EDT (GMT-04:00) America/New_York

Attendees will log into the event with:

☒ Login link via email

☐ Email and password

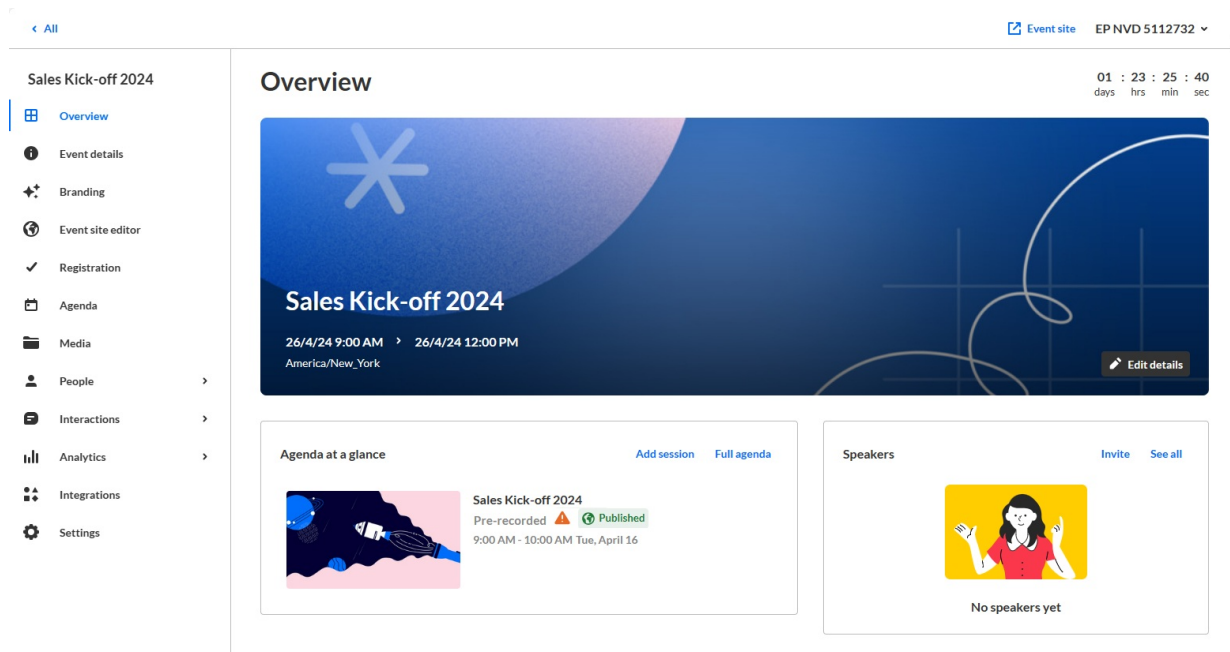
Create **Cancel**

4. Enter the following:
 - Title - A title for your event (char limit is 120).
 - Short description - A description for your event.
 - Start time - The day and time your event will start.
 - End time - The day and time your event will end.
 - Time zone - The time zone for your event.
5. Choose whether attendees will log into the event with a login link via email (AKA Magic Link), or with an email and password. **This option is only available for Preset event templates and, after creation of event, can only be changed by Kaltura. On Custom event templates, this will be preconfigured by the template.**
6. Click **Create**. The building process begins. This may take a few minutes.



Creating your event

Once complete, the Event page displays with the Overview tab open by default.



The screenshot shows the Kaltura Event Overview page for "Sales Kick-off 2024". The left sidebar contains a navigation menu with options: Overview (selected), Event details, Branding, Event site editor, Registration, Agenda, Media, People, Interactions, Analytics, Integrations, and Settings. The main content area is titled "Overview" and displays a large banner for the event. The banner includes the event name "Sales Kick-off 2024", the dates "26/4/24 9:00 AM" to "26/4/24 12:00 PM", and the location "America/New_York". A countdown timer shows "01 : 23 : 25 : 40" (days, hours, minutes, seconds). Below the banner, there are two sections: "Agenda at a glance" and "Speakers". The "Agenda at a glance" section shows a session titled "Sales Kick-off 2024" with a status of "Pre-recorded" and "Published", scheduled for "9:00 AM - 10:00 AM Tue, April 16". The "Speakers" section shows a placeholder for a speaker with the text "No speakers yet".

The event site and registration are not yet published at this point.

The Overview page acts as the home page for this particular event. This page displays the vital details of the event. Information displayed includes:

- Event status (a countdown to when the event will start, "Happening now", or "Ended [time period] ago")
- Event name, scheduled date and time, time zone, and description (if provided).
- Agenda at a glance (displays the individual sessions within your event)
- Speakers (displays the speakers scheduled for the event)

The Overview page also includes a link to the event site; simply click the blue **Event site** button on the top right corner of the screen. To learn more about your event site, see [Getting to know your event site, session page, and lobby page](#).

You may also edit vital details directly from this page:

- Edit the event by clicking on the **Edit details** button in the lower right corner of the event banner. See [Edit the Event Details](#).
 - Edit the agenda by clicking on the **Edit** button that displays when hovering over a particular session. See the following articles:
 - [Agenda tab - Add and edit Interactive Room session](#)
 - [Agenda tab - Add and edit Live Webcast session](#)
 - [Agenda tab - Add and edit Pre-recorded session](#)
 - [Agenda tab - Add and edit DIY live webcast session](#)
 - Invite speakers by clicking on the **Invite** button or navigate to the Speakers page by clicking **See all**.
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