

## Create a recording with Capture in Canvas

Last Modified on 06/12/2025 4:59 pm IDT

#### 28 This article is designated for all users.

## About

Capture is a desktop recording tool that can record your screen, camera, and audio, or just the input settings you choose. The settings are optimized for the best quality by default, so you can start recording right away.

## A

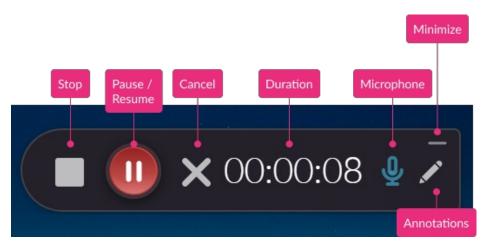
**Mac users**: Please make sure to enable the app privacy settings. For instructions, see Install Capture for Mac.

**Windows users**: If you get error messages, you may need to enable permissions. For instructions, see Install Capture for Windows.

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For information about validating the hardware and software requirements for Kaltura Capture, see Capture - Prerequisites and System Requirements.

## Get to know the recording tool



- **Stop** When you stop, a warning message displays: *Are you sure you want to stop this recording?* Choose 'Yes, Stop it' to stop the recording and go to the entry page. Choose 'No' to return to the previous state (paused or recording).
- **Pause** / **Resume** Click to pause or resume your recording at any time.
- Cancel Click the 'X' to cancel your recording. A warning message displays: Are



*you sure you want to discard this recording?* Choose 'No' or 'Yes, Discard'. Cancelling will delete your recording.

- **Duration** As you record, the timer counts up from 00:00:00 so you can track your time.
- **Microphone** The microphone icon displays the sound levels.
- **Minimize** Click the underscore to hide the recording menu. The Capture icon with a red dot indicates recording.
- **Annotations** Use the various tools to annotate your screen during recording. Learn about them in our article Screen Annotations.

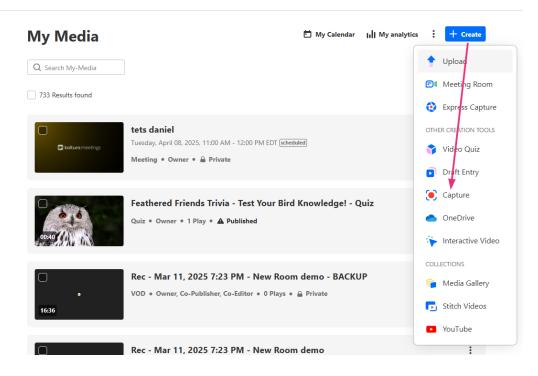
### Create a recording

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Please note the user interface (UI) may look different depending on whether Kaltura's Theming feature is enabled. To learn more about Theming, check out our article Getting Started with Theming.

#### Theming users

1. Navigate to the **+Create** button and select **Capture** from the drop-down menu.



#### Non-Theming users

Navigate to the +Add New button and select Kaltura Capture from the drop-



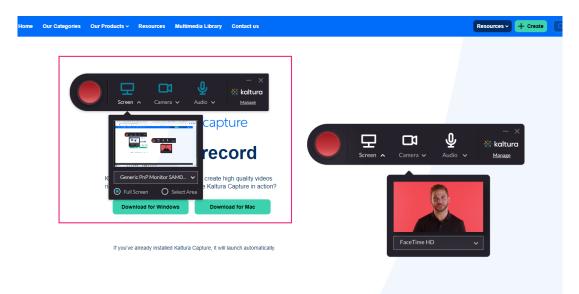
#### down menu.

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If you haven't already installed the app, check out our articles Install Kaltura Capture for Windows or Install Kaltura Capture for Mac to learn more.

If the Kaltura Capture application is already installed, it will launch automatically on your screen:



When launching the app for the first time, a pop-up message will ask to allow opening the Kaltura Capture application:

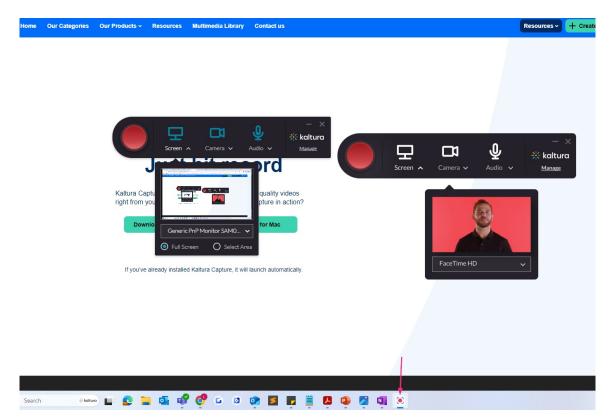
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Open Kaltura Capture?
https://kafedu wants to open this application.
Open Kaltura Capture Cancel

To enable automatic launching, check the box next to *Always allow* {name of site } to open links of this type in the associated app, then click **Open Kaltura Capture**.

After launching, a **Capture icon** appears at the bottom of your screen. Click it to open the app and create additional recordings during your session without returning to the Create menu.



You can drag the app to any position on your screen.

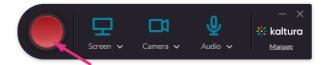


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 When you're ready to record, select your video and audio sources using the Screen, Camera, and Audio drop-down menus. If you want to remove a source entirely, click the icon to disable it. To learn more about source inputs, visit our article Capture input settings.

In the case of screen recording, have your app / website / content you want to record open on the screen.

3. Click the red button to start your recording.



A three-second countdown begins, and then the recording starts.



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Life at XtremeAcademy Sports School	See All

During the recording, the recording tool is minimized to the lower corner of your screen.

If you'd like to make screen annotations as you record, you can learn about them in our article Screen Annotations.

4. When you've completed the recording, click the **grey square** to stop.



You'll be automatically directed to the **Recording Management** window, as shown below:

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* 0		Title Kaltura Capture recording - October 4th 2011
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### **Recording management**

1. To preview the recording, click the play button on the thumbnail located on the left of the recording management window.

<b>kaltura</b> capture				
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<b>(</b> )				
	► 00:00:06 / 00:00:06 <i>06/28/2023</i> ())			

 If you're happy with your recording, enter the recording details of the new entry: title of the recording, description and tags.



<b>∺ kaltura</b> capture	New Recordi		×
	Title         Kaltura Capture recording - June 28th 2023, :         Description         Tags         Delete       Save & Upload	Go to library	

- 3. Choose one of the following options:
  - Click Save & Upload if you want to immediately upload the entry to My Media.
  - Click **Save** if you want to save the entry in the recording library (and then upload or delete later).
  - Click **Delete** if you don't want to save the recording.

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Đ	/	Entry		Go to library
* 5			Title Kaltura Capture recording - May 26th 2024, 5 Description	
		▶ 00:00:00 / 00:00:04 05/26/2024 (1))		
			Delete Save & Upload Save	)

If you click **Save & Upload**, a pending status displays next to the entry.

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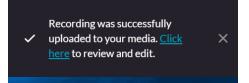
<u>Kaltura Cap</u> i	ture recording - June 26th 2023, 1:38:27 pm	/	Pending
	00:00:06		

This uploads the video to your My Media.

The following message is displayed when the upload has started:

Started uploading to your media.
Kaltura Capture recording - June 28th 2023, 1:22:50 pm

The following message is displayed when the upload has finished:



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You can close the application during an upload, and your recording will continue uploading in the background as long as you're logged into the computer. You can lock the computer, but don't sign out. Uploading will pause if you log off.

×

After saving, your video appears at the top of the library in the recording management window. It will remain there until you delete it.

Kaltura capture

New Recording

Library

Delete all uploaded files

Delete all uploaded files

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You can click on the link to navigate to the entry in your video portal.

## New recording

To create a new recording, click **New Recording.** 



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		Delete Save & Upload Save

Capture launches automatically on your screen.