

Submit a video assignment in Moodle

Last Modified on 05/05/2026 1:01 pm IDT

 This article is designated for students.

About

This guide walks you through how to submit a **video assignment** in Moodle using Kaltura media.

You can submit a video from your **My Media** library or upload a new video. Once your assignment is submitted, you may not be able to change it depending on your instructor's settings.

Access Kaltura media

1. Click the assignment link provided by your instructor.
2. On the assignment page, click **Add media submission**.

[English](#) / [General](#) / [New Video Assignment](#) / [Edit submission](#)

New Video Assignment

Opened: Monday, 16 March 2026, 12:00 AM

Due: Monday, 23 March 2026, 12:00 AM

Add submission

Kaltura media



Add media submission

Save changes

Cancel

The Kaltura media window opens.

About the Kaltura media window

Your window may look different depending on how many columns your admin has

configured.

Available columns include **ID**, **Type**, **Tags**, **Plays**, **Views**, **Created At**, and **Updated At**. The columns are configured in the [Browseandembed](#) module.

Embed Kaltura Media



My Media Media Gallery

Search

Filters

Upload

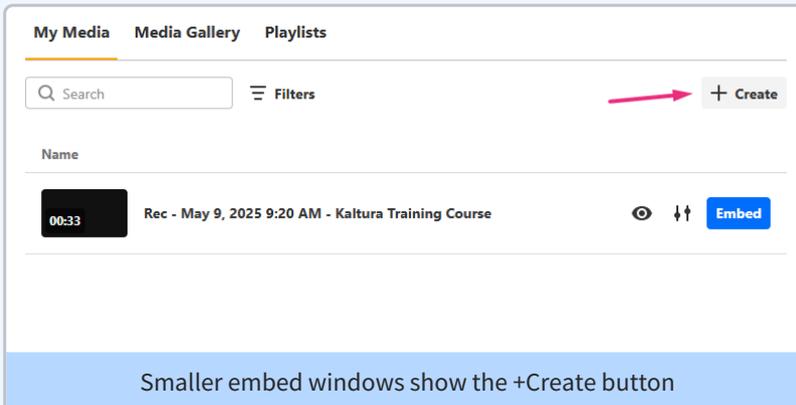
Express Capture

YouTube

Name	Type	Tags	Created at	
 A fireside chat (Source).mp4	Video		November 20, 2025	  Embed
 122855804126_(Source).mp4	Video		July 04, 2025	  Embed



On smaller screens, the **Upload**, **Express Capture** and **YouTube** tools are grouped under the **+Create** button.



If you're new to Theming, you might notice that the **+ Create** menu has fewer options than the non-Theming version (**Add New** menu) - this is by design. Theming keeps things quick and simple for uploading or capturing content and embedding it right away!

Browse, search and embed media

Browse and search

In the embed window, you can browse and search existing media across different repositories. You can also create or upload new media. See [Add new media](#) below.

- **My Media** - Your personal uploaded media.
- **Media Gallery** - By default, shows media from the current course's Media Gallery. If enabled by your administrator, you can also search and embed media from any Media Gallery you own.
- **Shared Repository** - Institution-wide shared media (if enabled by your administrator).
- **Playlists** - Media Gallery playlists available in the current course (if enabled by your administrator).



You can embed audio files using Kaltura's [audio player](#). The player is available in the list of player options in the customize embed settings (see [below](#)).



Mandatory captions before embedding - If your admin has enabled the 'Captions Required' setting, certain media types (like video, audio, or quizzes) must have [captions](#) in order to be embedded. Items without captions will appear with grayed-out buttons, and a message at the top of the embed window will explain why the items are unavailable.

You can use the **search bar** and **filters** to locate content. Searching playlists is limited to text-based fields such as name, description, and tags.

Embed Kaltura Media

×

My Media **Media Gallery**

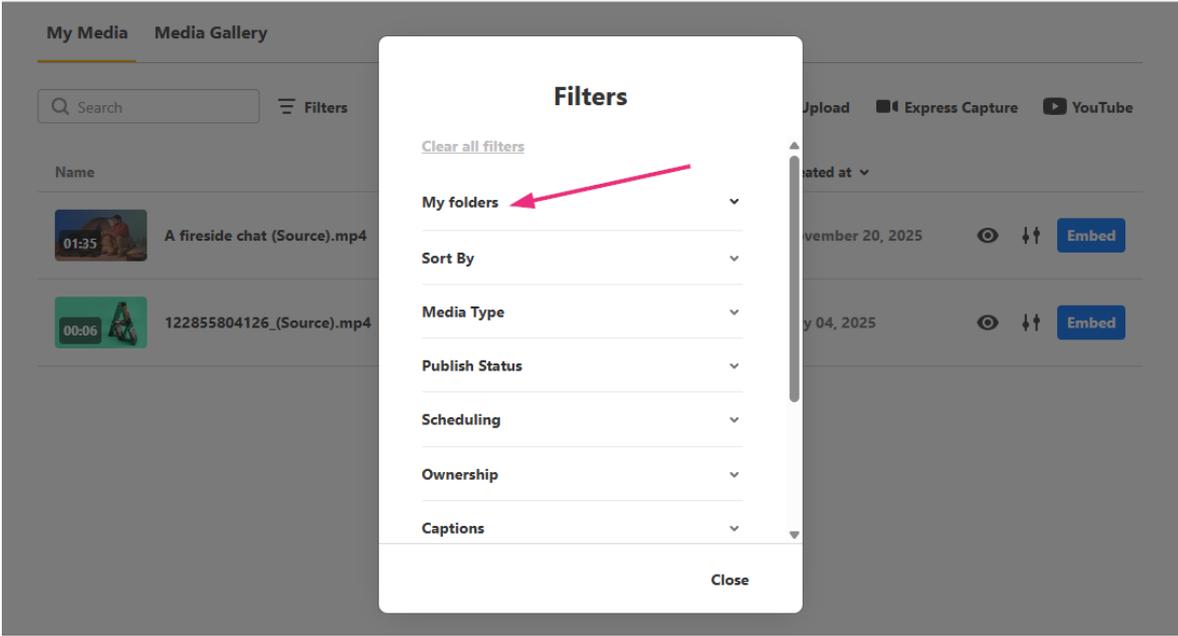
Filters

Upload
Express Capture
YouTube

Name	Type	Tags	Created at		
 A fireside chat (Source).mp4	Video		November 20, 2025	 	Embed
 122855804126_(Source).mp4	Video		July 04, 2025	 	Embed

If **Folders** are enabled on your account, a **My folders** option appears in the filters. You can use it to view only the media stored in a specific folder. Folder selections apply only to your current session.

Embed Kaltura Media

×


The screenshot shows the 'Filters' modal with the following options:

- Clear all filters
- My folders** (highlighted with a red arrow)
- Sort By
- Media Type
- Publish Status
- Scheduling
- Ownership
- Captions
- Close

To preview more details, click the **eye icon** next to a media item. The sidebar will display:

- a playable preview (if available)
- media details (title, tags, duration, etc.)
- publishing locations

My Media Media Gallery Shared Repository

⚙️
☰ Filters
📁 Upload
🎥 Express capture
📺 YouTube

Name	Type	Created at	Preview	Embed
 Enterprise customer tell their story	VOD	May 9, 2024	 	Embed
 Technology trends: shaping the future enterprise	Audio	April 24, 2024	 	Embed
 Navigating cybersecurity challenges: strategies for enterprises in a hyperconnected world	Quiz	January 10, 2024	 	Embed
 Corporate marketing: key objectives	VOD	January 3, 2024	 	Embed
 Building a resilient workforce in enterprise environments	VOD	January 1, 2024	 	Embed

< 1 2 3 4 5 ... 14 >

Close



[Embed](#)

Enterprise customer tell their story

By [Eric Grant](#) • September 12, 2024 •
 VOD • 1,4 K Plays • 24 Likes •
 Published

In this captivating collection, we bring you the powerful narratives of esteemed enterprise customers who have journeyed through the crucible of challenges and emerged as trailblazers of innovation and...

[Enterprise customers](#)
[Videos stories](#)

[Customer success](#)
[Marketing behavior](#)

Add new media

Need to upload or record a new video? Use one of the options at the far right:

- **Upload** - Upload one or more files. Wait for uploads to finish before clicking Save and Select. Visit our article [Upload media](#) for guidance.
- **Express Capture** - Record directly from your webcam. Visit our article [Create a recording with Express Capture](#) for guidance.
- **YouTube** - Link to a YouTube video. Visit our article [Add a YouTube video](#) for guidance.

Embed Kaltura media ×

My Media Media Gallery Shared Repository

⚙️
☰ Filters

📁 Upload
🎥 Express capture
📺 YouTube

Name	Type	Created at	Tags
 Enterprise customer tell their story	VOD	May 9, 2024	Enterprise Tag +2 👁️ 📁 🔗 Embed

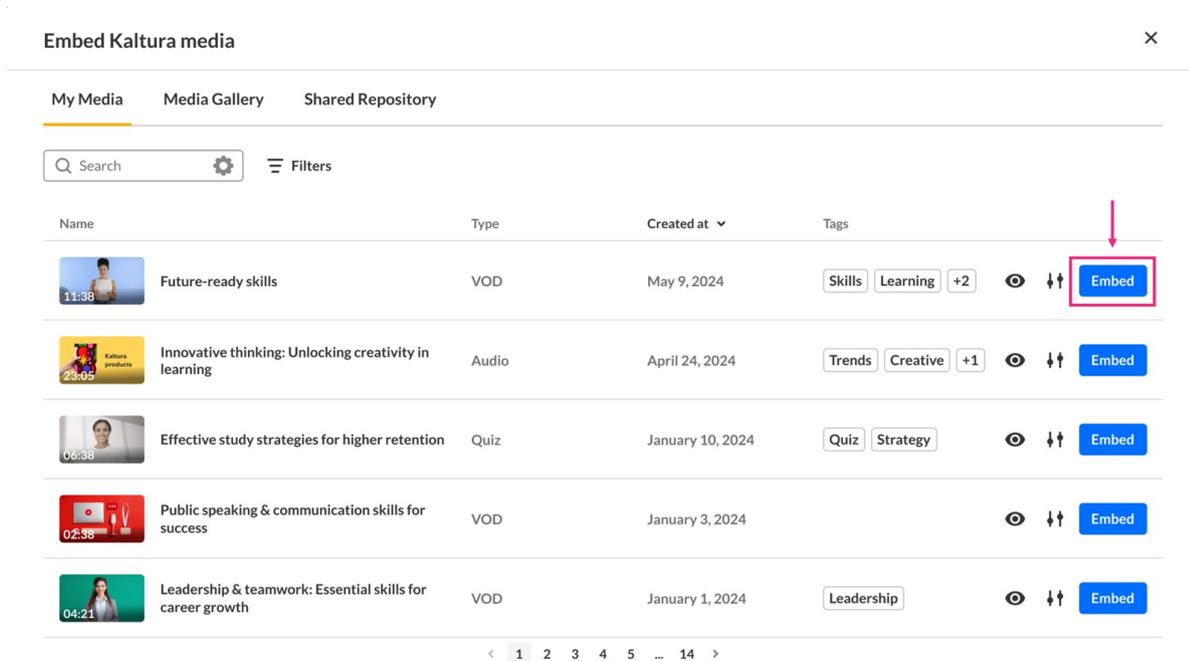
Once the upload is complete, click the settings icon to adjust embed options (see [Customize embed settings](#)).



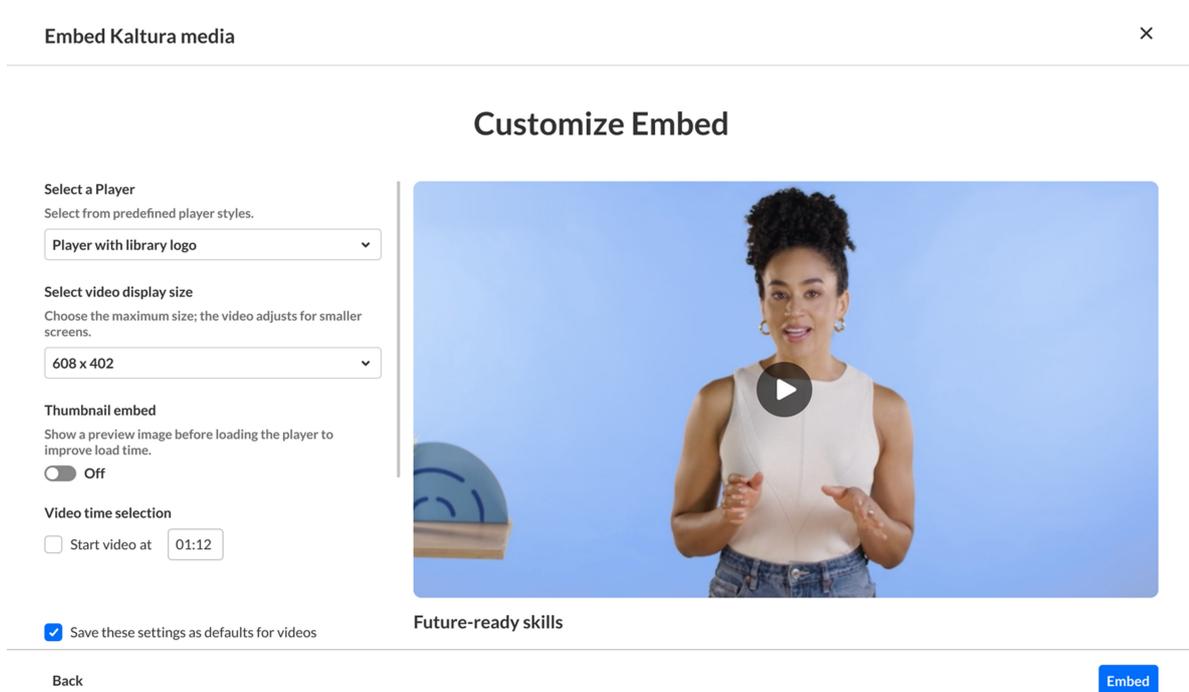
If your administrator has required metadata fields (such as tags or descriptions), you must complete them before embedding.

Embed

1. In the Embed Kaltura Media window, locate the media you want to insert and click **Embed**.



The **Customize Embed** window opens.



2. To proceed without changes, click **Embed** in the lower right. To customize the settings first, refer to the instructions [below](#).

Front Page

Edit View Insert Format Tools Table

12pt Paragraph **B** *I* U   T²                           

player immediately. This helps improve page load speed and gives users control over when to play the video.



Enabling or disabling this option will also update the preview in real time.

Video time selection - You can share the video from a specific time. Choose 'Start video at' and enter the time according to the format given (00.00). For example, if you want a video to start at 1 minute and 30 seconds into the video, enter 01.30

Save these settings as default - Enable this option to apply the same settings automatically to future embeds of this media type.

Embed Kaltura media ×

Customize Embed

Select a Player
Select from predefined player styles.

Select video display size
Choose the maximum size; the video adjusts for smaller screens.

Thumbnail embed
Show a preview image before loading the player to improve load time.

Off

Video time selection

Start video at

Save these settings as defaults for videos



Future-ready skills

BackEmbed

When you change a setting, the preview updates automatically.

Once you're ready, click **Embed**. Your media will appear in the editor.