

## Video Transcript: How to edit your Kaltura recording

Hello and welcome to this tutorial. In this video I will show you how to edit your Kaltura recording using the Kaltura editor.

Looking at the Kaltura video editor, it consists of:

A view of the whole recording (in frames) running across the top of the window. So, just here.

A preview of your video here in the main screen.

And the basic editing tools running down the left-hand side of the screen. So here we have 'Trim', 'Chop', 'Titles' and 'Credits'.

So we'll begin by looking at the 'Trim' function. So if you select 'Trim' just here. The 'Trim' function is for trimming the beginning and the end of the recording only. So when you select the 'Trim' function, a blue marker appears at either end of the preview of frames at the top of the screen. So we can see this blue marker here at the beginning of the recording, and a blue marker here at the end.

So, if you click on the blue marker and drag it across to the point where you would like your video to finish. And you can do the same with the beginning of the film: click on the blue marker and drag it across to the point where you would like the video to start. Note that any footage that is greyed out will be removed when you click 'Apply'.

Once you are happy with what you have trimmed, click apply, which is down here on the bottom-right.

So, looking at the next function, the 'Chop' function, 'Chop' is for removing unwanted sections from the middle of the recording. So, when you select 'Chop', you will notice that the blue markers appear either end of the recording and, again, you drag these blue markers so that the footage that you want to remove is greyed out.

When you're happy with your editing, click 'Apply' and your changes will be made.

Be aware that when you click 'Apply' you are applying the edit you've just made to your recording but you're not making these changes permanent. To make these changes permanent, you would click the 'Done' button. So save clicking that button until the very end when you're completely happy with your video.

Looking at the final two buttons, so the final two functions, 'Titles' and 'Credits': If I select 'Titles', you will see that 'Titles' enables you to add a title page to the beginning of the recording. And you can use the left and the right arrows to scroll through the different templates for the title page. And then simply edit the contents by placing the cursor over the text and typing. Once you're happy with your title page, make sure you click 'Apply'.

So, looking at the final function, the 'Credits' function: Credits enables you to add a credit page to the end of the recording. If you've already selected a template for the title page, the credits template will automatically match and as before, with the titles page, you simply click where the text is and then you're able to type whatever you like. Again, once you're happy with what you've written, click 'Apply' to apply these changes.

You'll notice that, after you click 'Apply', the video editor will automatically play back a preview of your video. And I highly recommend that you do watch back your previews before you click 'Done' because, as I said earlier, once you click 'Done' you are making any changes permanent.



But let's say that you're happy with the edits that you've made, and you are finished, click 'Done'. And if this box appears, click 'Cancel'. And then this will bring up the 'Upload Options' box where you need to give your recording a meaningful, and a usable, title, description and tags. And once you're done, click 'Upload'.

And there it is: 'How to edit your Kaltura recording'. Again, I hope this video has been helpful. Um, further help, for example a guide on how to make a screencast using Kaltura and a guide on how to publish your video to Blackboard, is available separately so please visit the Learning Innovation Unit website, or contact us directly, if you would like further support.

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