

## How to Enable the Kaltura Mashup Tool How to set up the assignment in MyGateway **For Instructors**

Step 1: Enable the Mashup Tool in your MyGateway course

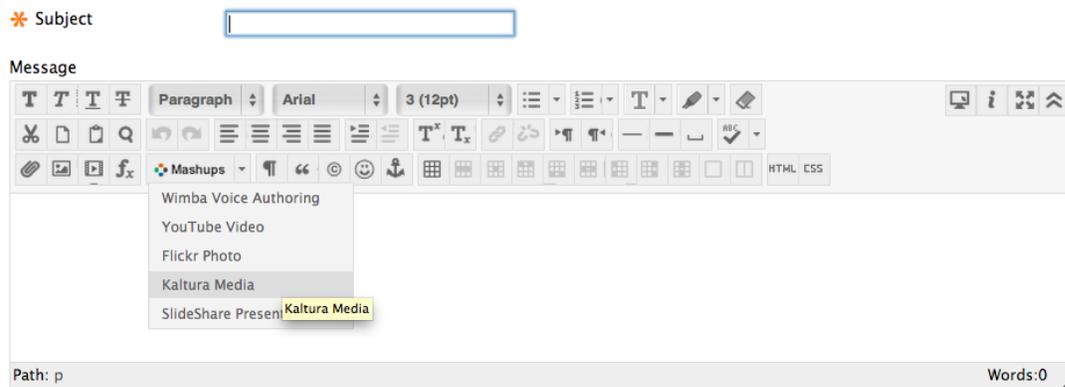
- Go to the Control Panel in your MyGateway course, and choose Customization.
- Then choose “Tool Availability.”
- Scroll down to “Kaltura Mashup” and put a checkmark in the first column labeled “Available.” Click Submit to save your selection.

Step 2: Set up a Discussion Board Forum (in any content area that makes sense for your course) (if you don’t know how to set up a discussion board forum, this link will help you learn this tool:

The students will upload their videos to the discussion board you set up using the **Mashups pull-down menu** to access the **Kaltura Media tool** in the third row of buttons. From there, students will be prompted to navigate and find their video file.

Here’s a screenshot:

### 2. Message



Here’s some sample text that tells students what they’ll be doing in this discussion forum:

Create a new thread and title it with your name and date of the video. To submit your video on that thread, click the Mashups pull-down menu in the third row of buttons and choose Kaltura Mashup. Browse for your video file. Please note that you should be a robust network connection if your video is larger than 20mb. The upload process can take several minutes, depending on how long your video is (or its format). During the upload process, never close the window. To help with your planning, uploading a 5 minute (64mb) video file on UMSL’s network took less than one minute to upload.

The recordings will show up in the discussion board threads along with any text that they contribute. Student replies will occur within the discussion board. Replies can be submitted in text as with any discussion board, but they can also use the Mashups → Kaltura Media option to record their replies using their webcam.