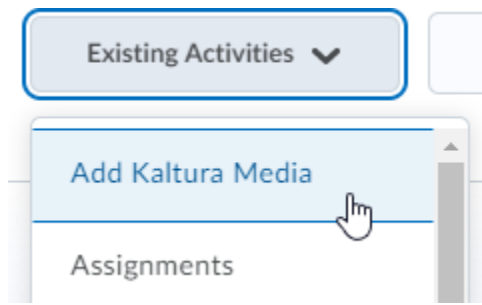


# Add Kaltura Media in the Brightspace Content Tool

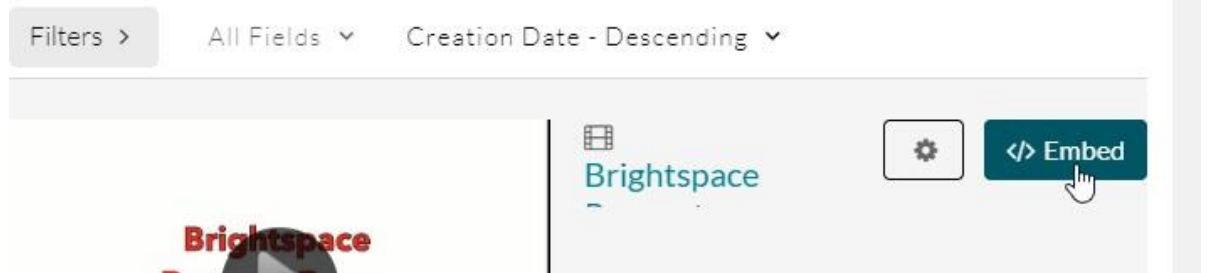
## A New Way to Add Kaltura MediaSpace Items in Content

### For Media You Have Already Uploaded to your My Media

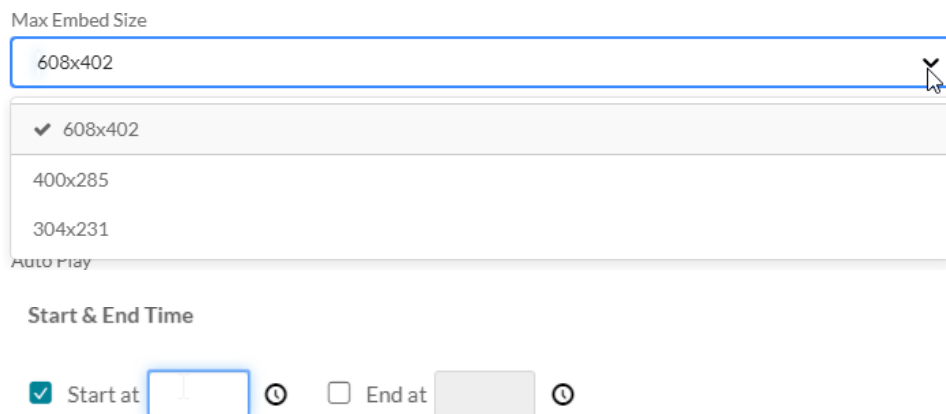
1. In **Course Materials > Content**, click **Existing Activities > Add Kaltura Media**



2. From your My Media collection, choose the media item you want
3. To use the default embed settings, just click **Embed**



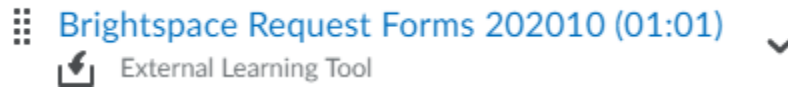
- a. To make changes to the settings, click on the gear, which allows you to choose the size of the embed, and the start and end time, if desired



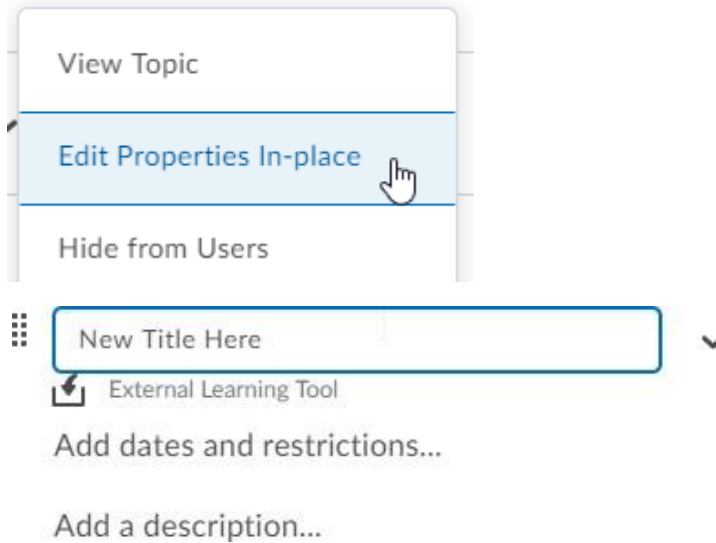
Select a start and / or end time for this embed. Note: users will still be able to play the entire media.

- b. When you're done choosing settings, click the **Embed** button

4. Your media item will appear as a content item, using the video title as its title

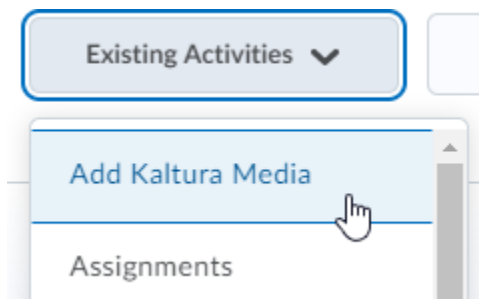


5. If you want to change the title, click the dropdown menu and choose Edit Properties In-Place, click on the title, type a new one, and press Enter to save

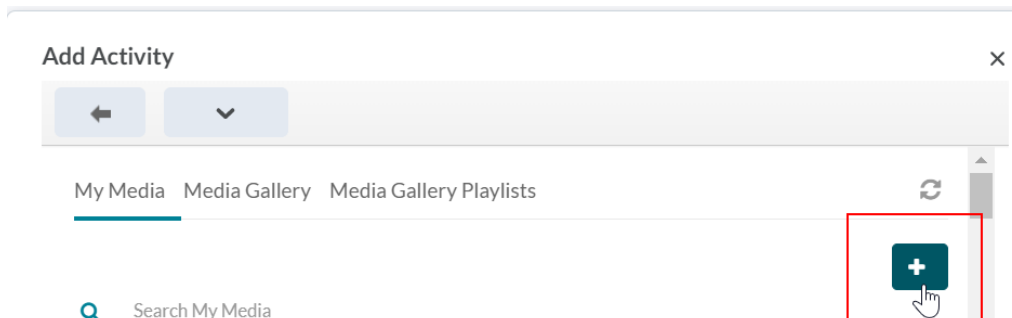


### For New Media (Not Yet Uploaded)

1. In **Course Materials > Content**, click **Existing Activities > Add Kaltura Media**

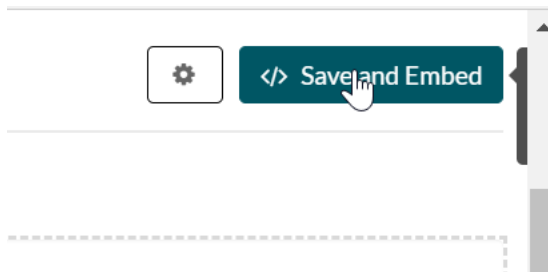


2. Click the plus sign icon

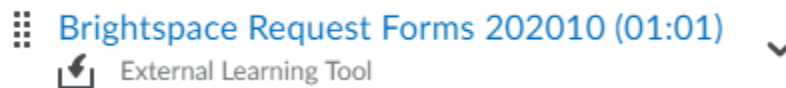


3. Choose **Media Upload**
4. Agree to the Terms and Conditions and click "Choose a file to upload"

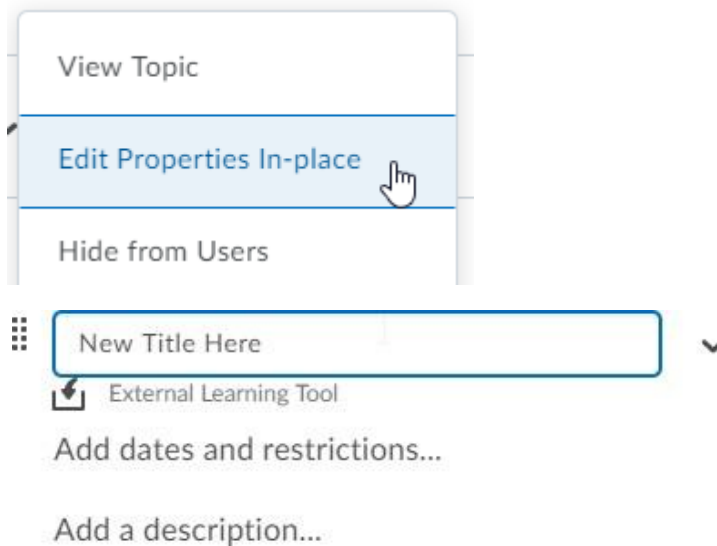
5. Locate the media file on your hard drive and click **Open**
6. Type in a Name, and a Description and Tags, if desired
7. Click **Save and Embed** to insert the item in Content



6. Your media item will appear as a content item, using the video title as its title



7. If you want to change the title, click the dropdown menu and choose Edit Properties In-Place, click on the title, type a new one, and press Enter to save



## Does this method work everywhere in my course?

This method only works in the Content tool. Anywhere else in your course that has the **HTML Editor**, you can still use the Insert Stuff method. [Click here for more information.](#)