## Teaching & Learning Center

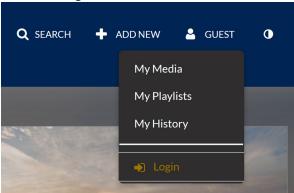
## **Upload Slides to Kaltura Tutorial**

## Introduction

In this guide, you'll learn how to seamlessly add your PowerPoint slides, PDFs, etc. to your video content, enhancing your presentations. By the end of this tutorial, you'll be able to create engaging and interactive media experiences for your audience.

## **Directions**

- 1. Browse to <a href="https://calbaptist.mediaspace.kaltura.com">https://calbaptist.mediaspace.kaltura.com</a>.
- 2. Click the "Guest" button in the upper right.
- 3. Click the "Login" button.



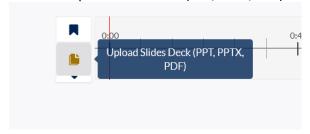
- 4. Login to the site using your CBU username and password.
- 5. Click your profile name in the upper right corner.
- 6. Click "My Media."



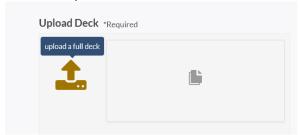
7. Click the "Edit" button that appears to the right of the video that you wish to upload slides to.



- 8. Click the "Timeline" tab.
- 9. Click the "Upload Slides Deck (PPT, PPTX, PDF)" button.



10. Click the "Upload a full deck" button.



The "Deck upload" window will appear.

- 11. Click the "Choose a file to upload" button.
- 12. Double-click the file that you wish to upload.
- 13. Once the deck has been uploaded, click and drag the slide icons along the timeline and click the "Save" button to save changes.

Portions of this tutorial were AI-generated.