

Using Kaltura MediaSpace™ Video Portal

MediaSpace is a video and media sharing portal—think of it like an NJIT YouTube channel. It can be private or public, or you can use it to publicly share individual videos and media that you record. This tutorial will explain how to log in to MediaSpace, access/view your media, and share your media.

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How to Log in to MediaSpace

1. Open your web browser (Chrome or Firefox)
2. Type the web address (<http://mediaspace.njit.edu>) into the address bar (see Image 1).

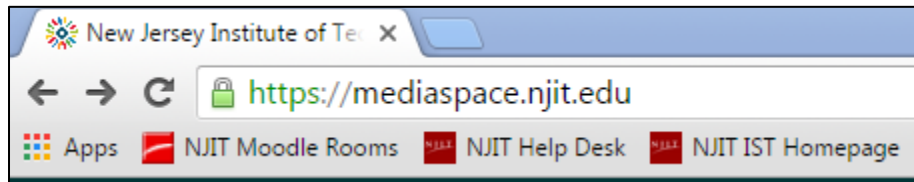


Image 1: *MediaSpace web address*

3. The NJIT MediaSpace page will automatically load a list of video tutorials. To log in to your account and see your personal media, click the drop-down button, *Please Login To View Your Media*, on the upper right-hand side of the screen (see Image 2).

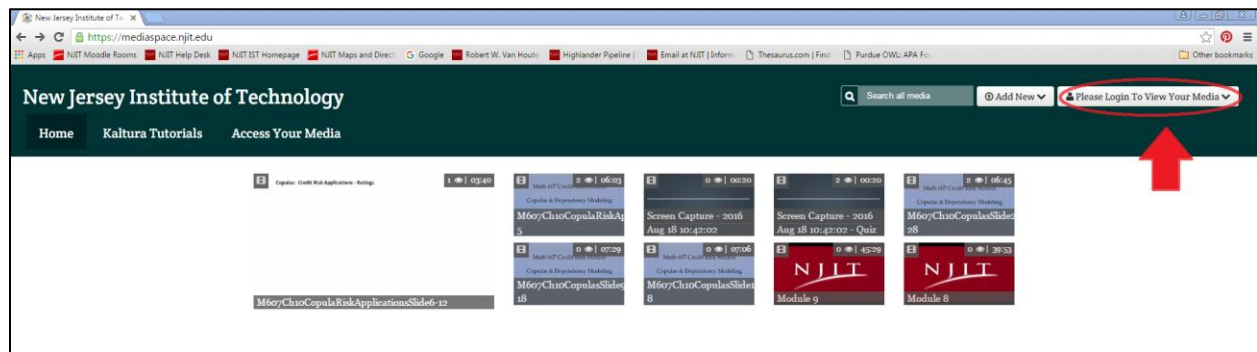


Image 2: *Media Space Login*

4. Click *Login* to see your media (see Image 3).

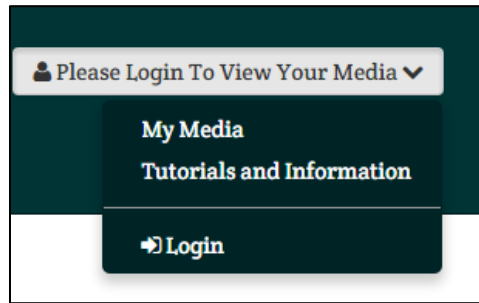


Image 3: *MediaSpace Login button*

5. Enter your UCID and password in the spaces and then click *Login* (see Image 4).

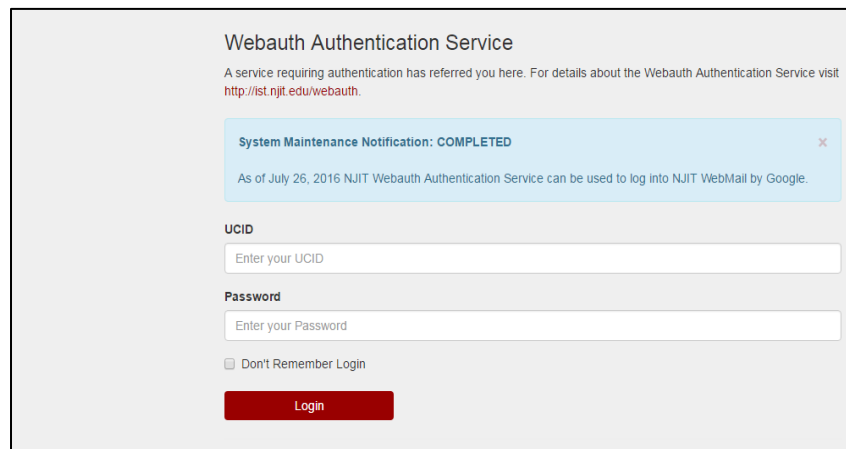


Image 4: *Webauth UCID login*

- a. You will now enter your personal MediaSpace page. From here you can add new media or share it with others.

Accessing Your Media

1. To see your media files, click *Access Your Media* (see Image 1).



Image 1: *Access Your Media*

2. You will see all the media you have already uploaded or recorded listed here (see Image 2).

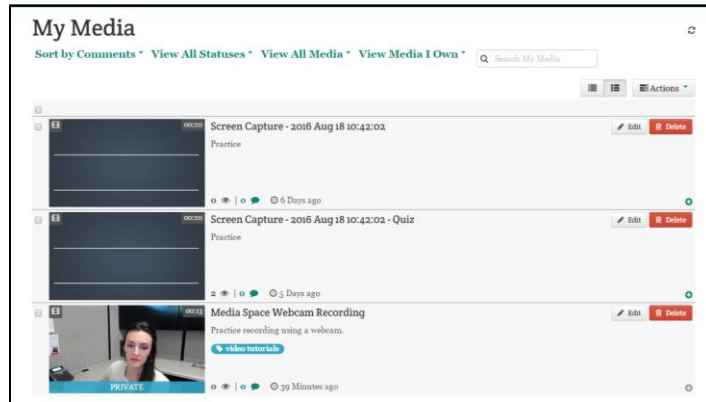


Image 2: My Media gallery

3. Once you have selected a media file, you can use the **Actions** button to publish the content, add to a playlist, or delete it (see Image 3).



Image 3: Actions button

Sharing Your Media

1. If you want to share a specific file, click on the content and then click **Share** underneath the media (see Image 1).

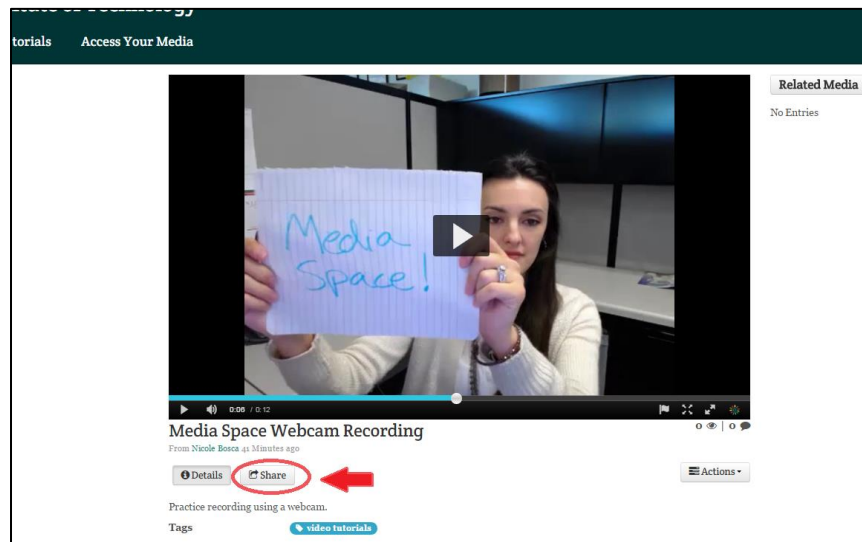


Image 1: Sharing media

2. There are two options for sharing a file:
- The first is *Link to Media Page*. This allows you to share the media space itself, inviting others directly to your MediaSpace page by sharing the provided link (see Image 2).

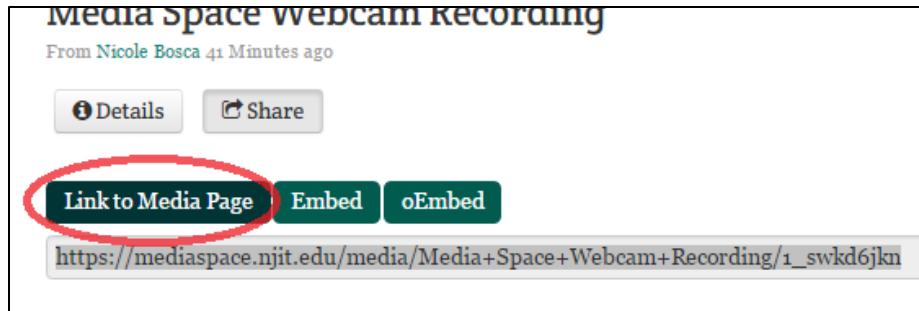


Image 2: *Link to Media Page*

- You can also seamlessly insert the video directly into an external application that uses an iframe tag to embed media by using *Embed* and copy/pasting the link (see Image 3).

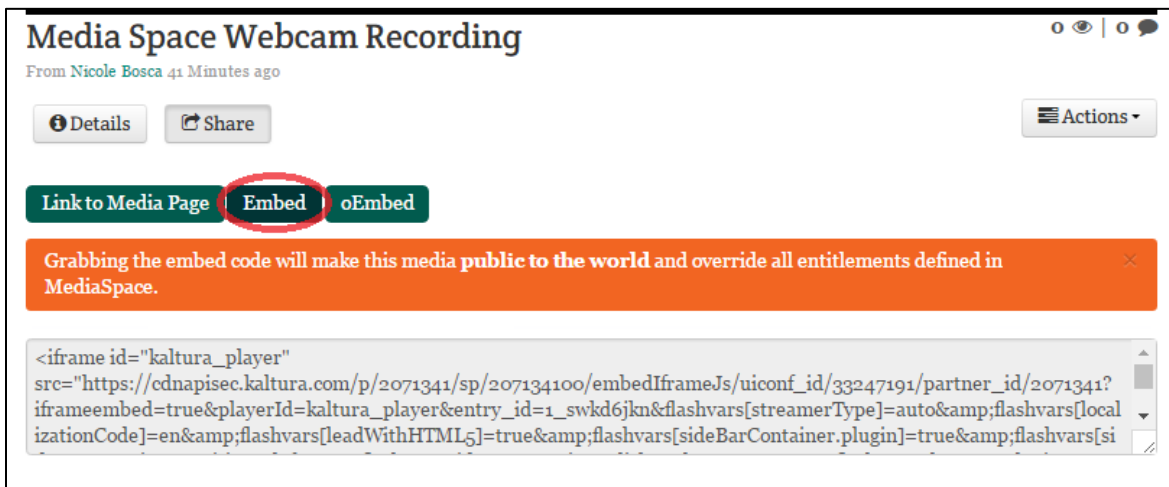


Image 3: *Embed media*

Questions?

If you are still in need of assistance, do not hesitate to contact the Help Desk.
You can reach the Help Desk from Monday to Friday 8am to 7pm.

Phone: (973)-596-2900 | **Location:** Student Mall Room 48

Request Help Online: <http://ist.njit.edu/support/contactus.php>