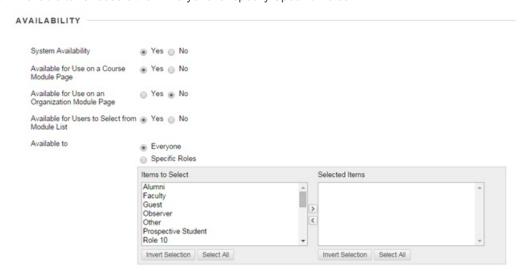


## Add My Media to the My Institution Tab

Last Modified on 06/23/2020 3:52 pm ID

- 1. Login to Blackboard Learn as a system administrator.
- 2. Go to System Admin > Communities > Tabs and Modules > Modules > My Media.
- 3. Click on the arrow near My Media and select Edit Properties.
- 4. Under the Availability section set the following:
  - a. System Availability: Yes
  - b. Available to: Choose either 'Everyone' or specify Specific Roles.



5. Click 'Submit'. The My Media link appears in the My Institution Tab.



**NOTE:** Please refer to the Kaltura Video Building Block 5 for Blackboard Learn 9.x Setup Guide for further instructions on roles and permissions when accessing My Media.