

Create a custom metadata schema for entries

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 This article is designated for administrators.

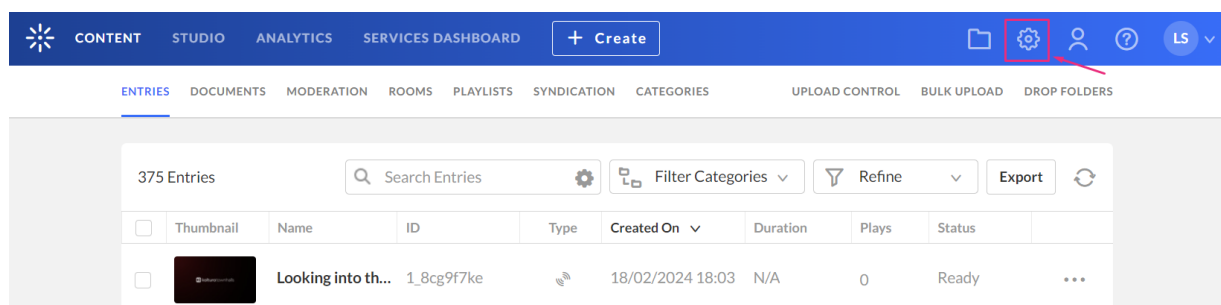
About

A custom metadata schema helps organize content better by adding specific details through created fields, making it easier to find and manage digital assets.

To learn more about metadata and custom metadata, check out our article [Custom data](#).

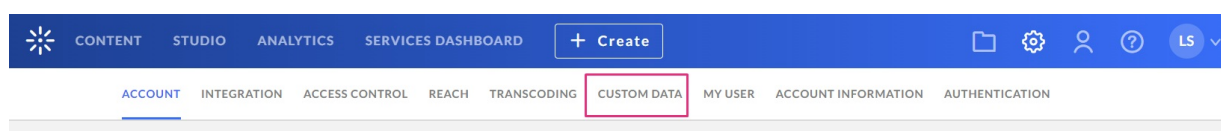
Access the Custom Data page

1. Log into your KMC.
2. Click the **Settings** gear icon at the right of the navigation menu.



The sub-menu displays.

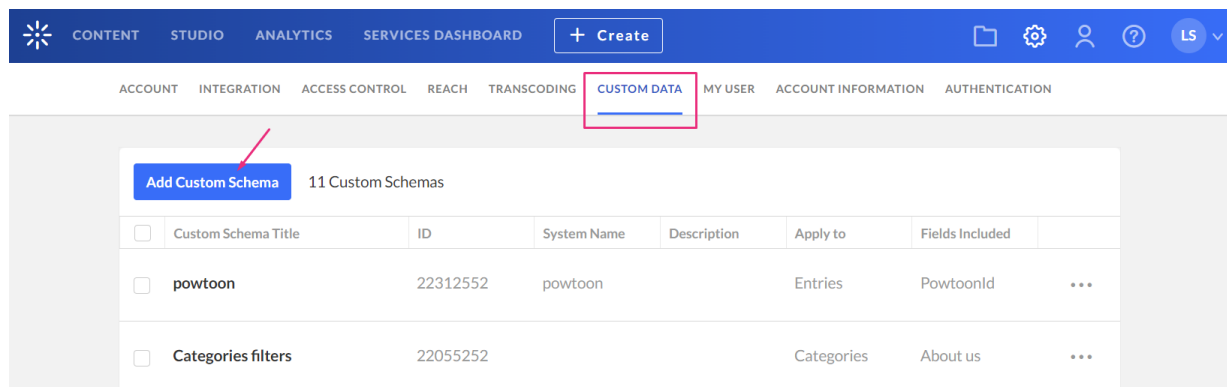
3. Click the **Custom Data** tab.



The Custom Data page displays.

Create a custom metadata schema

1. Click **Add Custom Schema**.



The **Add Custom Schema** window displays.

Add Custom Schema
Cancel
Save

Custom Schema Title *
Description
System Name
Apply to
☒ Entries
☐ Categories
☐ User Entry

+ Add Custom Field
Download Schema

| | Field Label | Field Type | System Name | Short Description | Description | Max Values | Searchable |
|--------------------------|-------------|------------|-------------|-------------------|-------------|------------|------------|
| <input type="checkbox"/> | | | | | | | |

No Results

- Complete the following fields:
 - Custom Schema Title** - Add a title (for example, Main Schema)
 - Description** - optional
 - System name** - optional - This field is required if you are uploading content using Bulk XML files or if you need access to the schema via the API. Enter an System Name if you plan on filtering by topics in the Video Portal.
 - Apply to** - Select **Entries**.
- Click **+ Add Custom Field**.

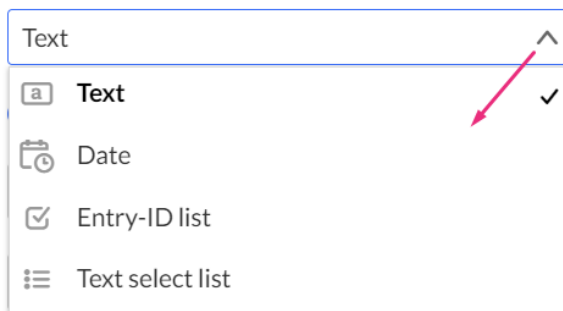
The Add Custom Field window displays.

Add Custom Field

| | |
|-------------------|---|
| Field Type | <input type="text" value="Text"/> |
| Max No. of Values | <input checked="" type="radio"/> Single <input type="radio"/> Unlimited |
| Field Label * | <input type="text"/> |
| Short Description | <input type="text"/> |
| Description | <input type="text"/> |
| Searchable | <input checked="" type="checkbox"/> Yes |

4. Complete the following fields:

- **Field Type** - select from the drop-down menu.



You can add the following types of fields:

- **Text** - gives you the option to add values in free text
- **Date** - this is a date field which will allow users to add a date
- **Entry ID list** - a list to a different entry (asset) that can be used to create compound structure, for example, for related videos, or linking a trailer to a full-length film
- **Text select list** - This allows the publisher to set a predefined list of fields to be used. After entering the values, you are presented with a select box to

choose a value from the existing list (for example countries, months). Note, only the Text select list type is available under KMC filters for filtering through data.

- **Max No. of Values** - single is default, or choose unlimited to add as many values as desired
- **Field Label** - type a name for the metadata field
- **Short description** - optional
- **Description** - optional
- **Searchable** - You might want to make sure the searchable button is enabled, this will allow the metadata to be findable in the search results.

5. Click **Add** to save the custom field.

You can use the up / down arrows to change the order of the fields.

Edit Custom Schema
Cancel
Save




Custom Schema Title * Department info

Description Custom field

System Name

Apply to
☒ Entries
☐ Categories
☐ User Entry

+ Add Custom Field
Download Schema

| <input type="checkbox"/> | Field Label | Field Type | System Name | Short Description | Description | Max Values | Searchable |
|--------------------------|---|------------------|-----------------|-------------------|-------------|------------|------------|
| <input type="checkbox"/> |  Department N... | Text | DepartmentN... | | | 1 | Yes |
| <input type="checkbox"/> |  Department D... | Text select list | DepartmentDi... | | | 1 | Yes |
| <input type="checkbox"/> |  Date Establish... | Date | DateEstablished | | | 1 | No |

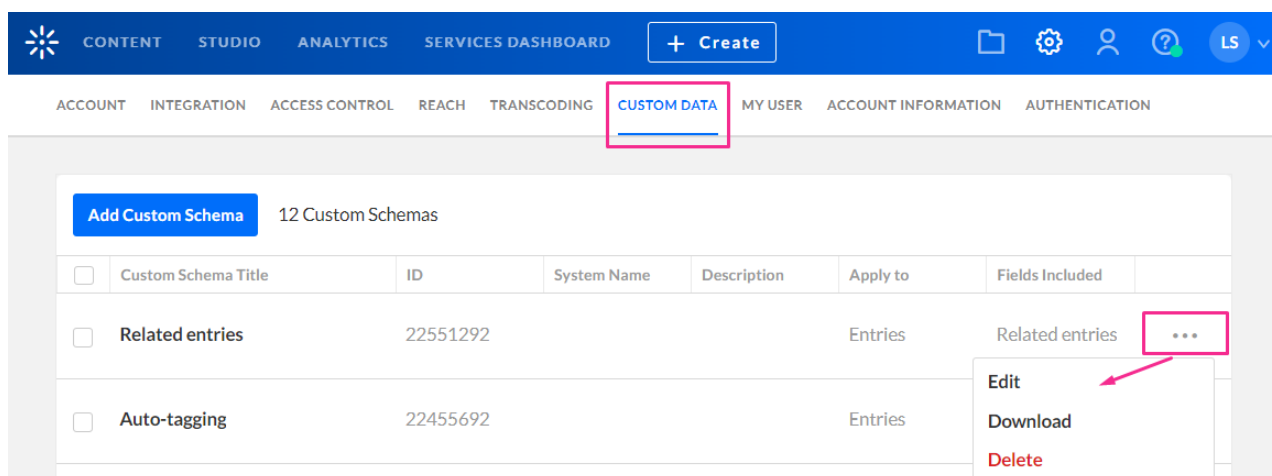
6. Click **Save**.

Edit your schema

1. Click the **three-dot menu** on the entry line.
2. Click **Edit**.



Some schemas that were created outside the KMC are not editable.



CONTENT STUDIO ANALYTICS SERVICES DASHBOARD **+ Create**

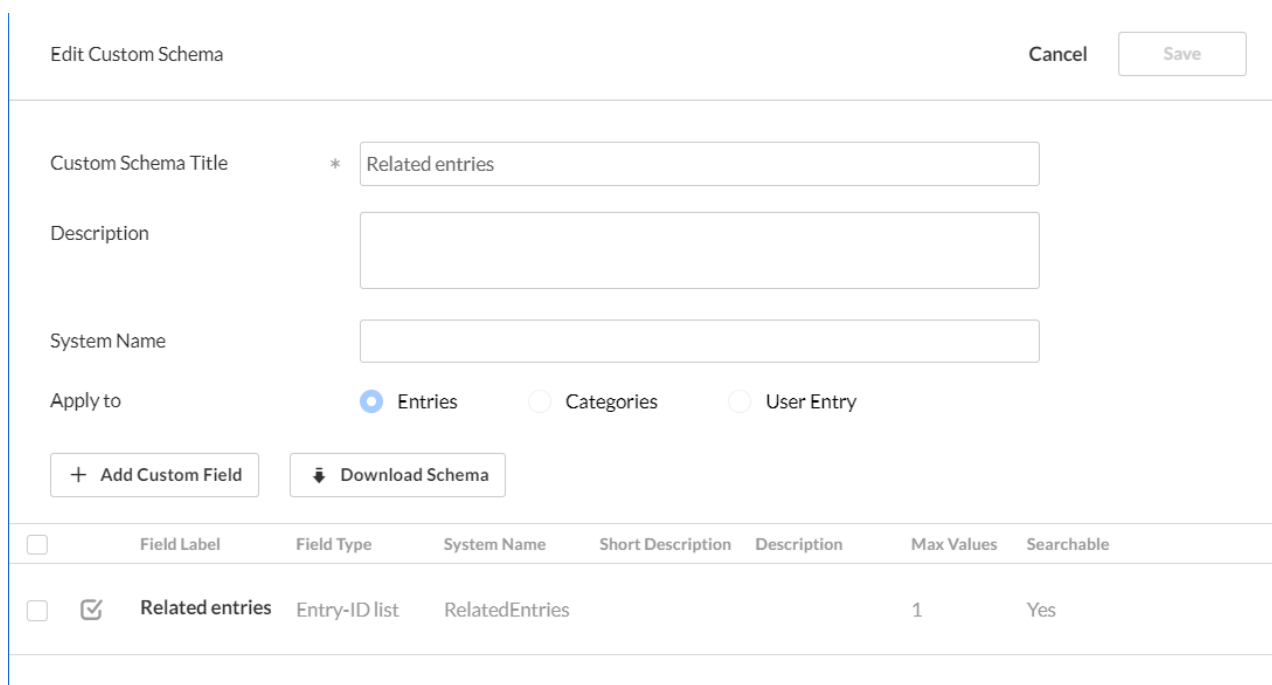
ACCOUNT INTEGRATION ACCESS CONTROL REACH TRANSCODING **CUSTOM DATA** MY USER ACCOUNT INFORMATION AUTHENTICATION

Add Custom Schema 12 Custom Schemas

| <input type="checkbox"/> | Custom Schema Title | ID | System Name | Description | Apply to | Fields Included | |
|--------------------------|------------------------|----------|-------------|-------------|----------|-----------------|-----|
| <input type="checkbox"/> | Related entries | 22551292 | | | Entries | Related entries | ... |
| <input type="checkbox"/> | Auto-tagging | 22455692 | | | Entries | | |

Edit
Download
Delete

The Edit Custom Schema page displays.



Edit Custom Schema Cancel Save

Custom Schema Title *

Description

System Name

Apply to ☒ Entries ☐ Categories ☐ User Entry

+ Add Custom Field Download Schema

| <input type="checkbox"/> | Field Label | Field Type | System Name | Short Description | Description | Max Values | Searchable |
|-------------------------------------|------------------------|---------------|----------------|-------------------|-------------|------------|------------|
| <input checked="" type="checkbox"/> | Related entries | Entry-ID list | RelatedEntries | | | 1 | Yes |

3. Make the desired changes, then click **Save**.

End result

Now that you have created your schema, you can apply it to your video portal site by selecting it in the [Customdata](#) module (as shown below).

Configuration Management

Server Tools

Backup Configuration
Player replacement tool

Global

Application
AddNew

Auth

Categories

Channels

Client

Debug

EmailService

EmailTemplates

Gallery

Header

Languages

Login

MediaCollaboration

Metadata

Moderation

My-media

Navigation

Player

PlaylistPage

Recaptcha

Search

Security

SharedRepositories

Widgets

TimeAndDate

Modules

Customdata

Module Info

Info

The Customdata module allows you to add metadata to media in your application in addition to the basic metadata (Name, Description, Tags).
Learn more about how to create a metadata scheme in the Kaltura knowledgebase [article](#).

Note

You will not be able to select the same profile ID selected in the 'Shared Repositories'.

enabled

Yes ▾

Enable the Customdata module.

profileid

19176352: Department info ▾

Select the custom metadata schema to use in this application.

requiredFields

☐ DepartmentName (textType)
☐ DepartmentDivision (listType)
☐ DateEstablished (dateType)

Select which custom data fields are required before a media can be published.

privateFields

☐ DepartmentName (textType)
☐ DepartmentDivision (listType)
☐ DateEstablished (dateType)

Select the custom data fields to hide from viewers in the application.
Note: Private custom data fields remain visible to the media owner and co-editors in the Edit Entry page.

hiddenFiltersFields

☐ DepartmentName (textType)
☐ DepartmentDivision (listType)
☐ DateEstablished (dateType)

Which custom data fields will not be available as a search filters.

showinSearchResults

Yes ▾

Allow custom data to be searchable

freeTextLabel

Choose customised label for free text metadata filters, which will represent all free text fields that are associated with this metadata profile.

Save