

My Media

Last Modified on 06/13/2024 3:26 pm IDT

This article is designated for all users.

About

My Media is your personalized storage space for all your uploaded and created content, and is accessible from galleries, channels, and courses. Your media items are private until you publish them in galleries, channels, or courses. Additionally, you can collaborate with others by adding them as collaborators directly from My Media.

Access My Media

Select **My Media** from the user drop-down menu.

The **My Media** page displays.



If you can't access My Media content / actions, ask your administrator to give you the required permission.

If you've uploaded media, or if you've been added as a collaborator, media is shown on this page. If you haven't uploaded any media, see [Add Media](#) for instructions.

Set the My Media display

Depending on your administrator's configuration, the content in **My Media** is initially displayed in one of three ways:

Collapsed View

Detailed View

Table View

The blue boxes indicate there's additional content. Click on them to expand the information.

Learn more about how to:

- [View media](#).
- [Edit metadata](#) or [delete the media](#).



- [Select a thumbnail.](#)
- [Publish Media in MediaSpace.](#)
- [Add media to a playlist.](#)
- [Manage Playlists.](#)
- [Share and embed Media.](#)
- [Upload media](#)

[template("cat-subscribe")]
