

Editing a webcasting event

Last Modified on 06/29/2026 1:48 pm IDT

 This article is designated for all users.

i Legacy notice

If you're setting up a new event, we recommend using **Live Studio**, our modernized live event experience. See [Introduction to Live Studio](#) for more information. If your organization is still using the legacy webcasting product, this article still applies.

About

Use the edit webcasting event page to:

- update information about the event
- set calendar reminder
- select or upload a thumbnail for the event
- add presenter information
- fet the live stream details for your broadcast.



Some tabs may or may not be available depending on your account configuration.

Edit page tabs







Details

The Details tab is used for updating the information about the event you have created. If you haven't created an event yet, see our article [Creating a Webcasting Event](#) for instructions on how to create one.

After setting up your event, you can use the Calendar Reminder option to choose when users will receive a pop-up or email notification from their Outlook or Google Calendars, X time before the event.

Details Languages Publish Options Collaboration Thumbnails Presenters Captions Attachments Live Stream Details Restream Destinations

Name: (Required)

Description: **Black** **Bold** *Italic* Underline      

Tags:

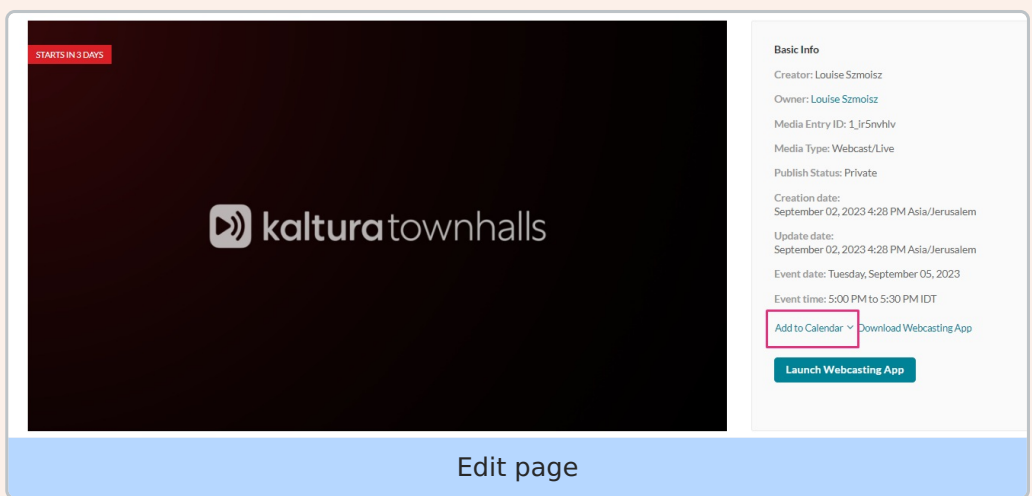
Department Name:

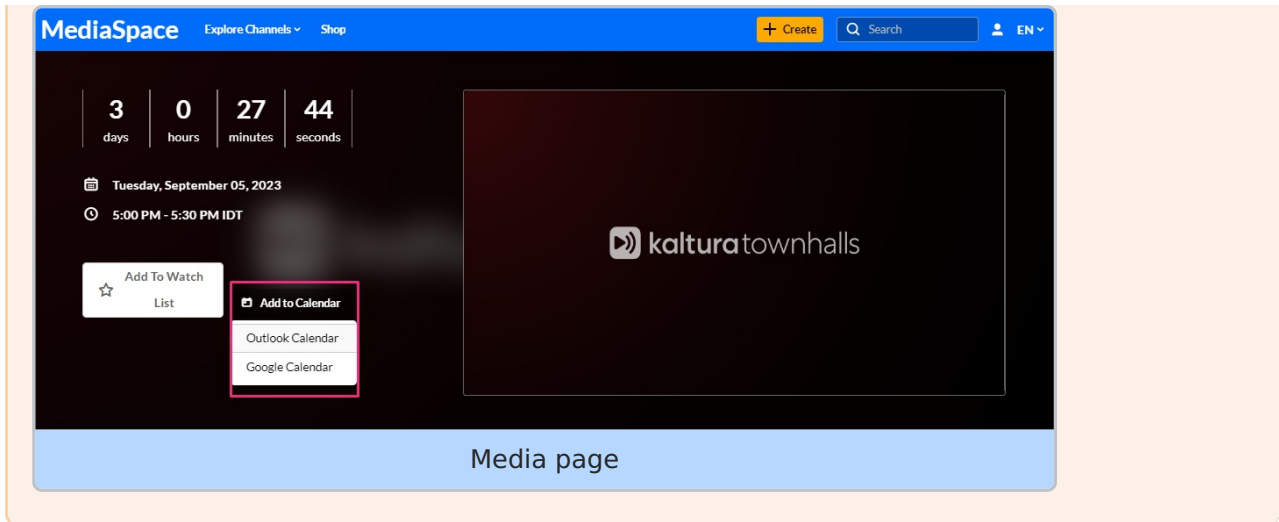
Department Division:

Date Established:

Calendar Reminder:

The Calendar Reminder option is for users who have added the event's ICS file to their Outlook or Google Calendar using the 'Add to Calendar' button on the Edit page or Media page, as shown in the images below:





Choose a time from the drop-down menu.

Description: **Black** **Bold** *Italic* Underline [List Icons]


This is a great new webcasting event.

Tags: [Input Field]

Department Name: [Input Field]

Department Division: Select a value [Dropdown]

Date Established: [Calendar Icon]

Calendar Reminder: 30 Minutes [Dropdown] 

Projected Audience: [Dropdown]

Location: [Dropdown]

Start Time: [Dropdown]

End Time: [Dropdown]

Publishing Schedule: Always Specific Time Frame
(The time range in which this media will be visible to users in published channels/categories)

After you have made all the necessary changes click **Save**.

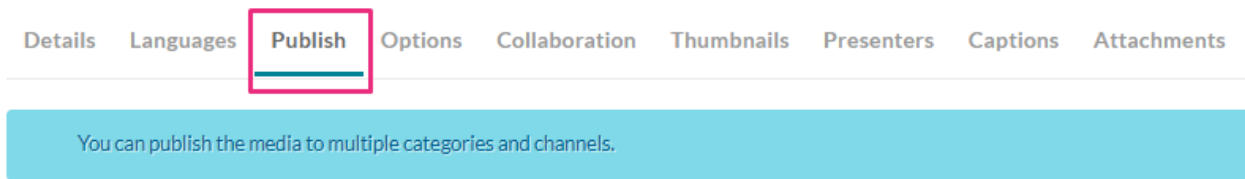
Publish

1. Choose a Publishing Status.

- **Private** - Media page is visible to content owner only.
- **Unlisted** - Media page is visible to anyone with a link to the page.
- **Published** - The media page will be visible to individuals according to entitlements on published destinations; it will also appear in the legacy Video Portal session page. Make your selections in the **Publish in Category** and

Publish in Channel tabs.

2. After you have made all the necessary selections, click **Save**.



Publishing Status:

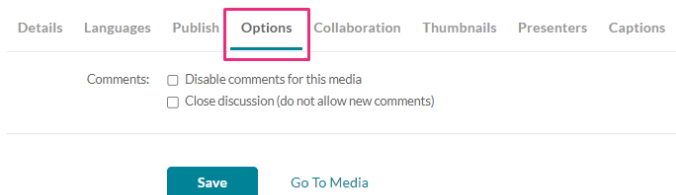
- Private** - Media page will be visible to the content owner only.
- Unlisted** - Media page will be visible to anyone with a link to the page.
- Published** - Media page will be visible to users according to entitlements based on the selected destinations in the options below.

Options

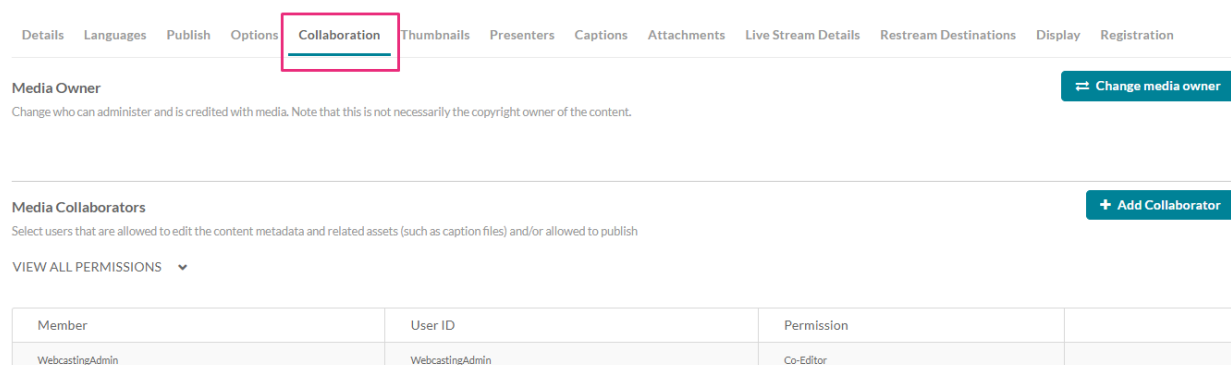
Use the Options tab to select whether to enable or disable comments for the event. During the live event you would likely use the Webcasting Q&A module to engage with your audience and respond to questions. We recommend to disable comments on the event during the event itself and enable comments again once VOD is available.



To read more about disabling and enabling comments see [Kaltura Webcasting - Optional - Set the Comments Configuration](#)



Collaboration



Use the Collaboration tab to change the media owner - the person who can administer and is credited with media. (Note that this is not necessarily the copyright owner of the content.)

1. Click Change media owner.
2. Begin typing a user or group name and choose from the auto-fill options.
3. Click Save.

Change Media Owner

Note: Once you change owner you will not be able to edit this media and it will no longer appear in your "My Media" list.

 ▼ ⓘ

Cancel Save

Use the Collaboration tab to add collaborators.

1. Click Add collaborator.
2. Begin typing a user or group name and choose from the auto-fill options.
3. Select permissions.
4. Click Add.

Assign webcast moderators

To assign users or group names as moderators, check the box next to **Webcast Moderator**. This will enable the moderator access to the Moderator View Application via the Webcasting Media Page. To learn more, See [Launching the Moderator View Application](#).

Add a Collaborator

Select permissions:

Co-Editor

Co-Publisher

Webcast Moderator

Cancel Add

You can use the **View All Permissions** drop-down menu to filter collaborators by permissions.

Media Collaborators + Add Collaborator

Select users that are allowed to edit the content metadata and related assets (such as caption files) and/or allowed to publish

VIEW ALL PERMISSIONS ▼ ←

- ✓ All Permissions
- Co-Editor
- Co-Publisher
- Co-Viewer
- Webcast Moderator

	User ID	Permission	
	WebcastingAdmin	Co-Editor	

Thumbnails

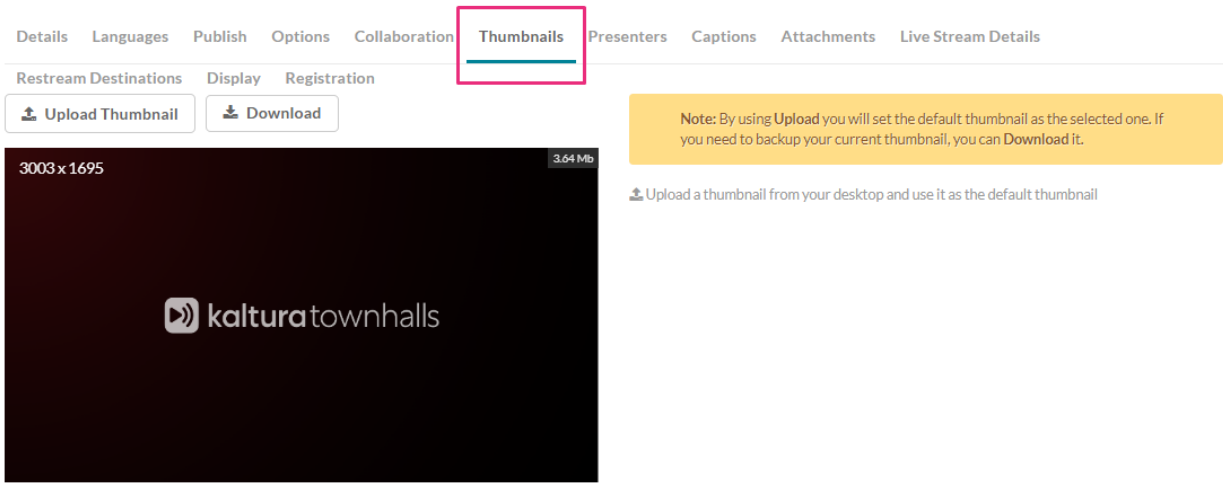
Use the Thumbnail tab to determine the thumbnail in the webcast event page. The event page displays a thumbnail for the event. The first slide of the presentation you uploaded for the event is used as the default thumbnail. You can also upload a thumbnail from your computer.

To upload a thumbnail

1. Click **Upload Thumbnail**. The supported file formats are image files such as JPG, GIF, TIFF, PNG etc.
2. Upload a file from your desktop and click **Open**.

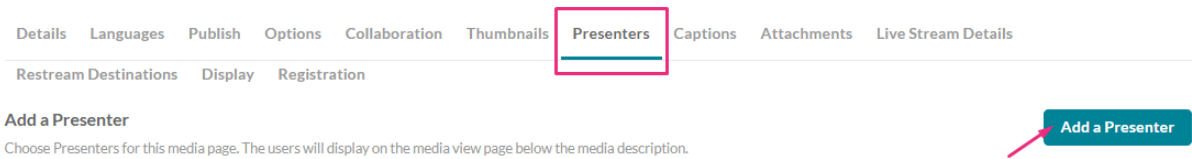
To download/save a thumbnail

1. Click **Download**.
2. Save your image.

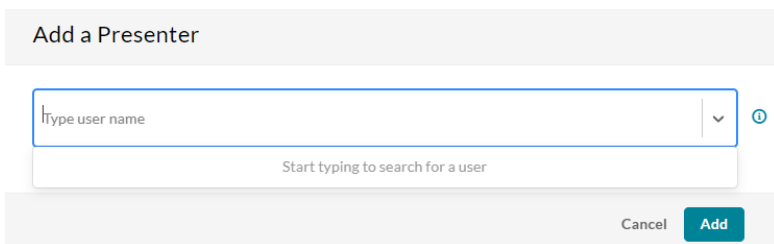


Presenters

You can add a Presenter who will appear on the Webcast Event page. Presenter information is taken from the user's profile. To add a presenter, click **Add a Presenter**.



Start typing a name and auto-complete will be presented. Click **Add**.



The presenter is added.

Viewers joining the event will be able to read information about the presenter(s).

Attachments

Use the Attachments tab to upload files as attachments to the webcast.

1. Click **Upload File**

No Attachments have been added to media



2. The 'Upload Attachment' window displays.

Upload Attachment

+ Select File

Title:
Provide end-users with a more descriptive title for this file (optional)

Description:
Provide end-users with a brief description of this files content (optional)

Cancel
Save

3. Click **Select File**












4. Select the desired file, give it a title and description.

5. Click **Save**.

Live Stream Details

Use the Live Stream Details tab to view the live stream information. In order to initiate a webcast, please refer to the [Webcasting Producer Guide](#).

Broadcast Details

Name	URL	Actions
RTMP Primary URL		
RTMP Secondary URL		
RTMPS Primary URL		
RTMPS Secondary URL		
Stream Name		
XML for FMLE		

Stream Configuration

DVR	Off
Recording	On
Transcoding Profile	Cloud transcode
Preview	<input checked="" type="checkbox"/> Enable

Save
Go to Media

In the encoder output settings, configure the following information:

RTMP Primary URL (mandatory) - This is the primary stream target URL for a webcast that uses an encoder.

RTMP Secondary URL (optional) - This is the backup stream target URL. If it exists, your encoder will broadcast to both primary and backup endpoints for cases when redundancy is required.

RTMPS Primary URL - (RTMP over SSL) is the encrypted version of the RTMP protocol. This means you can send live content in an encrypted, secured and reliable way from your encoder to the Kaltura cloud.

RTMPS Secondary URL - (RTMP over SSL) is the encrypted backup endpoint. If it exists, your encoder will broadcast to both primary and backup endpoints for cases when redundancy is required.

Stream Name - This is the unique stream name that is used to identify your stream. Note that if you are broadcasting multiple bit-rate from your encoder, you will need to define several stream names with different suffixes (for example, myStream_1, myStream_2, etc.)

SIP User - This option is no longer in use. Use RTMP live streaming to broadcast with Kaltura Live from your video conferencing tool of choice. Check the following guidelines for [Zoom](#) and [WebEx](#).

XML for FMLE - Download a configuration file for FMLE software.

SRT Ingestion

We also support Secure Reliable Transport (SRT) to ingest video stream for a live broadcast. This is an open source transport technology that optimizes streaming performance across unpredictable networks, such as the Internet. The SRT protocol brings several benefits in areas such as video quality, low latency, and end-to-end security. Use [Rich Media CMS](#) or `liveStream.get` API call to get endpoints URLs and stream IDs for the primary and the backup SRT streams. To enable end to end AES-128 encryption for the stream, set the passphrase found in the `liveStream` object using the API.

SRT Primary URL	[Redacted]	
SRT Primary stream ID	[Redacted]	
SRT Secondary URL	[Redacted]	
SRT Secondary stream ID	[Redacted]	
Encryption Passphrase	Encryption disabled	

Stream Configuration

- DVR On/Off (not configurable)
- Recording On/Off (not configurable)
- Transcoding Profile (not configurable)
- Preview Enable/Disable
 - If checked (enabled), the user must click on the Go Live button from either the [Producer Application](#) or from the Rich Media CMS [Real-Time Dashboard](#).
 - The default value is checked.
 - If the entry is live, this feature is disabled.

Low Latency

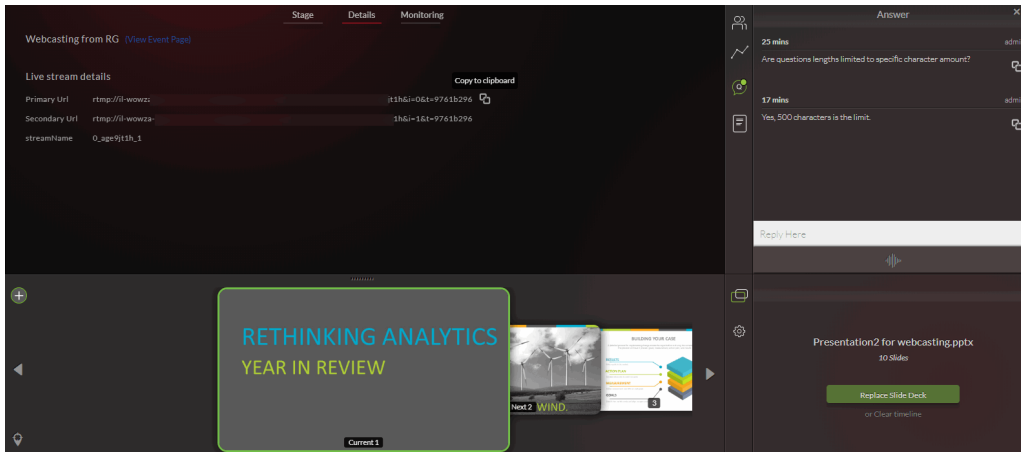
Historically, HLS has favored stream reliability over latency. Low-Latency HLS extends the protocol to enable low-latency video streaming while maintaining scalability. The new low-latency mode lowers video latencies over public networks into the range of standard television broadcasts.

To enable Low-Latency streaming check the Low Latency checkbox under the stream configuration section. Alternatively you can enable Low Latency from Rich Media CMS or add the "lowlatency" admin tag to your live entry using the developer API.

You can find more in our article [Low latency streaming guidelines](#).

Copy to Clipboard

The Primary and Backup details may be copied to clipboard. Click the copy icon next to the info you want to copy.

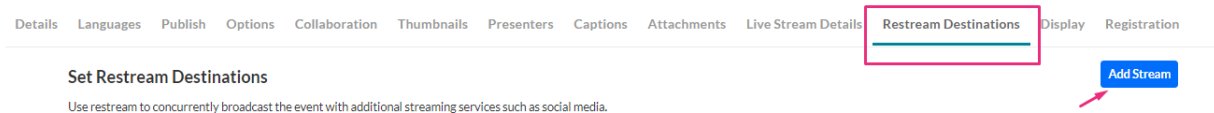


For an example on how to set up OBS Studio for broadcast, see [Setting Up OBS Studio and Kaltura Live Streaming](#).

After you have made all the necessary changes click **Save**.

Restream Destination

1. Click the 'Add Stream' button to add a new stream destination.



The Add Stream window displays.

Add Stream

Fill RTMP endpoint details below.

System Name *

Primary RTMP URL *

Secondary RTMP URL

RTMP Stream Key *

2. Complete the stream details:

System Name - The stream name which should be unique among Restream stream names for the the specific Live event.

Primary RTMP URL - This field is mandatory and should be filled with a valid RTMP

