

Kaltura MediaSpace Details Tab

The Details Tab

To edit metadata

1. Go to your My Media Page and click the pencil icon or select Edit from the Actions drop down menu.
2. On the Details tab, fill in the various metadata fields:
 - Name - A name is required for any media item.
 - Description You can use the button above the textbox to format the description text.
 - Tags - As you type there will be suggestions for tags from tags already used in this account for quick action and to encourage tag consistency.
 - Click Save.

Depending on how your account is set up, there could be additional metadata fields to fill, some of which may be required for publishing.
