

Upload media

 This article is designated for administrators.

About

This article outlines the various content uploading options available through the Kaltura Management Console. You have the flexibility to upload files directly from your computer, import content from a range of online repositories, or initiate a bulk upload request using Kaltura-formatted CSV or XML files - all conveniently accessible within the Kaltura Management Console.

✓ The supported media types to upload are video/audio/image. For the full list of supported ingestion file formats and codec, please refer to [What are the Supported Transcoding Formats for the Kaltura SaaS Edition?](#)

⚠ The supported minimum upload speed should be higher than 3-4 Mbps. Lower upload speeds might result in an error such as "Oops! Failed to match expected file size error on upload of large files".

Upload from desktop

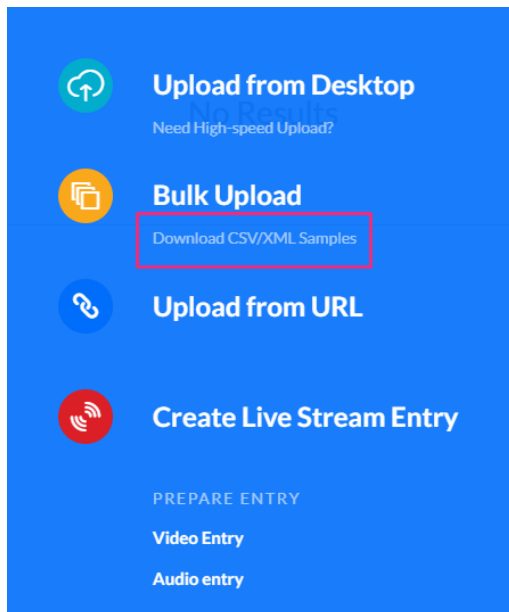
Use this option to upload files from your desktop. You can continue working on other tasks while files are uploading and resume the file upload in case of connection failure.

Retrieve CSV/XML samples

1. Click **+Create** in the navigation bar.

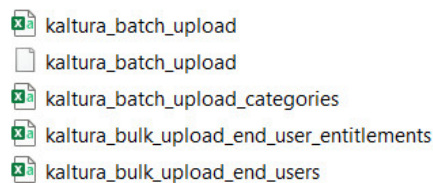
The download page displays.

2. Click **Download CSV/XML Samples**.



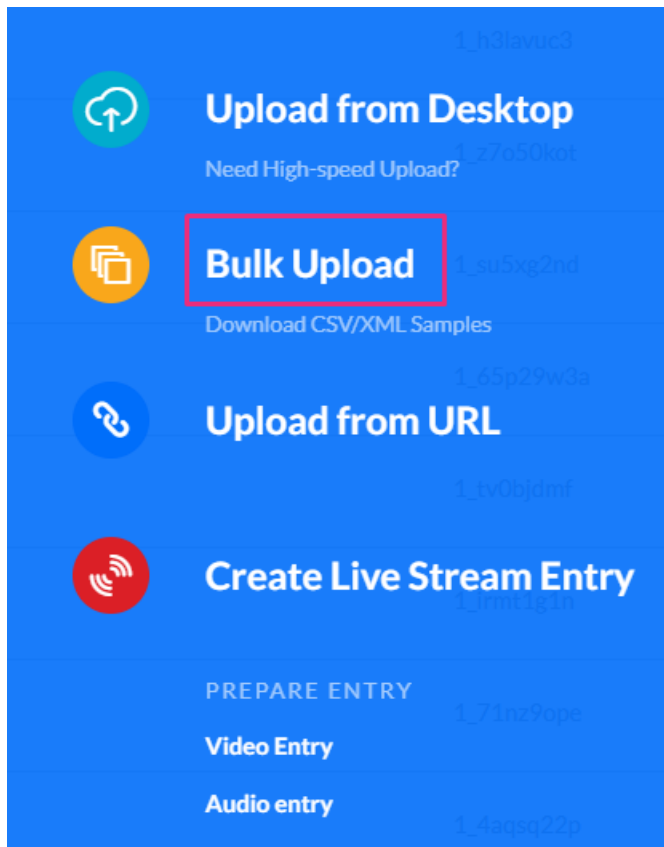
3. Open the downloaded folder. (kaltura_batch_upload_sample)

The samples include specific format descriptions and guidelines. See our articles [What is XML bulk upload?](#) and [How to submit a CSV or XML file](#) for more information.



Upload in bulk

1. Click **+Create** in the navigation bar, then click **Bulk Upload** from the menu.



2. Select the entity type from the following:

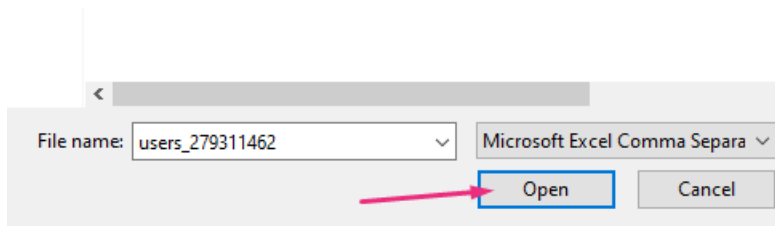
- Entries
- Categories
- End Users
- End Users Entitlement

Bulk Upload

Select CSV/XML Type

Entries
Categories
End Users
End Users Entitlement

3. Select the file and click **Open**.




A window displays with a confirmation that your request has been submitted. You can track the upload by clicking the link **Bulk upload log page**.

Your request has been submitted. Track the progress of your bulk job in the [Bulk Upload Log Page](#).

OK

Bulk upload tab







<div>  CONTENT STUDIO ANALYTICS SERVICES DASHBOARD + Create </div> <div> ENTRIES DOCUMENTS MODERATION ROOMS PLAYLISTS SYNDICATION CATEGORIES UPLOAD CONTROL BULK UPLOAD DROP FOLDERS </div>																																															
<div>4 Files</div> <table> <thead> <tr> <th><input type="checkbox"/></th> <th>File Name</th> <th>Item Type</th> <th>Uploaded By</th> <th>Upload Date</th> <th>Items</th> <th>Status</th> <th></th> </tr> </thead> <tbody> <tr> <td><input type="checkbox"/></td> <td>kaltura_bulk_upload_end_user_entitlements.csv</td> <td>End-User ...</td> <td>louise.szmoisz@kaltura.c...</td> <td>12/02/2024 11:11</td> <td>6</td> <td>Finished Successfully</td> <td>...</td> </tr> <tr> <td><input type="checkbox"/></td> <td>kaltura_bulk_upload_end_users.csv</td> <td>End-Users</td> <td>louise.szmoisz@kaltura.c...</td> <td>12/02/2024 11:11</td> <td>3</td> <td>Finished Successfully</td> <td>...</td> </tr> <tr> <td><input type="checkbox"/></td> <td>kaltura_batch_upload_categories.csv</td> <td>Categories</td> <td>louise.szmoisz@kaltura.c...</td> <td>12/02/2024 11:11</td> <td>7</td> <td>Finished Successfully</td> <td>...</td> </tr> <tr> <td><input type="checkbox"/></td> <td>kaltura_batch_upload.csv</td> <td>Entries</td> <td>louise.szmoisz@kaltura.c...</td> <td>12/02/2024 11:10</td> <td>4</td> <td>Almost Done</td> <td>...</td> </tr> </tbody> </table>								<input type="checkbox"/>	File Name	Item Type	Uploaded By	Upload Date	Items	Status		<input type="checkbox"/>	kaltura_bulk_upload_end_user_entitlements.csv	End-User ...	louise.szmoisz@kaltura.c...	12/02/2024 11:11	6	Finished Successfully	...	<input type="checkbox"/>	kaltura_bulk_upload_end_users.csv	End-Users	louise.szmoisz@kaltura.c...	12/02/2024 11:11	3	Finished Successfully	...	<input type="checkbox"/>	kaltura_batch_upload_categories.csv	Categories	louise.szmoisz@kaltura.c...	12/02/2024 11:11	7	Finished Successfully	...	<input type="checkbox"/>	kaltura_batch_upload.csv	Entries	louise.szmoisz@kaltura.c...	12/02/2024 11:10	4	Almost Done	...
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The bulk upload log page contains the following information for each uploaded file:

- File name
- Item type
- Uploaded by
- Upload date
- Number of items
- Status
- 3 dots menu - You can perform the following actions for each file:
 - Download log file

- Download original file
- Delete

You can also use the Refine filter to filter your files.


ENTRIES DOCUMENTS MODERATION ROOMS PLAYLISTS SYNDICATION CATEGORIES UPLOAD CONTROL BULK UPLOAD DROP FOLDERS							
6 Files							
<div>  Refine  </div>							
<input type="checkbox"/>	File Name	Item Type	Uploaded By	Upload Date	Items	Status	
<input type="checkbox"/>	export_4834032_27328817302.csv	End-Users	louise.szmoisz@kaltura.c...	12/02/2024 11:33	0	 Failed	...
<input type="checkbox"/>	kaltura_batch_upload.csv	Entries	louise.szmoisz@kaltura.c...	12/02/2024 11:18	0	 Failed	...
<input type="checkbox"/>	kaltura_bulk_upload_end_user_entitlements.csv	End-User ...	louise.szmoisz@kaltura.c...	12/02/2024 11:11	6	 Finished Successfully	...
<input type="checkbox"/>	kaltura_bulk_upload_end_users.csv	End-Users	louise.szmoisz@kaltura.c...	12/02/2024 11:11	3	 Finished Successfully	...


You can filter by the following parameters:

- **Date** - enter the desired dates
- **Uploaded items** - Entries, Categories, End-user Entitlements, End Users
- **Statuses** - Finished Successfully, Finished with Errors, Failed, All other Statuses


ADDITIONAL FILTERS

Created Between






Clear Dates



☐ Uploaded Items



☐ Statuses

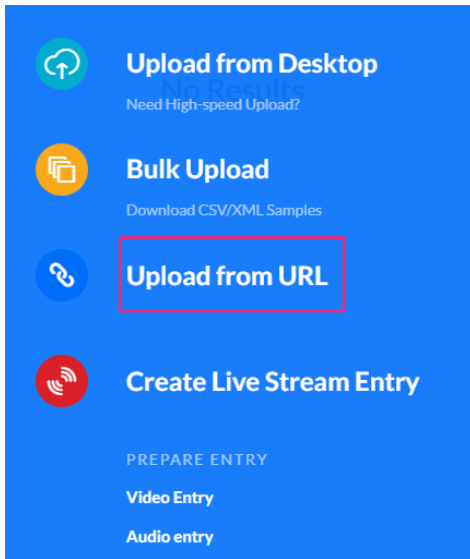
Clear All

Close

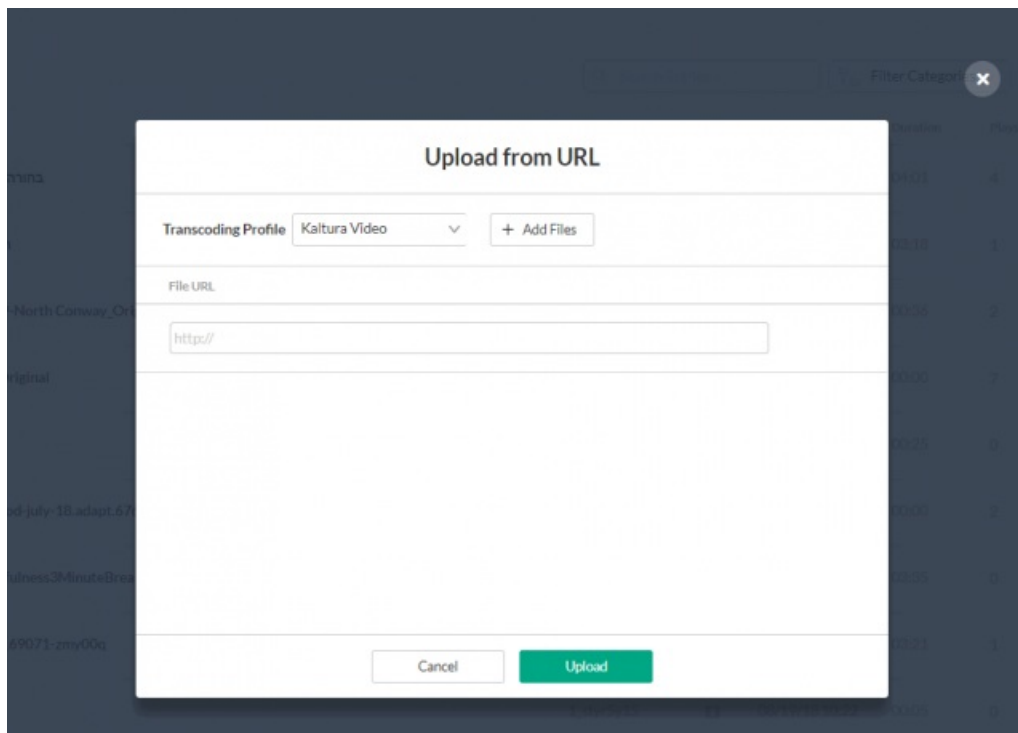
Upload from URL

Use this option to add media from a URL.

1. Click **+Create** in the navigation bar.
2. Click **Upload from URL**.



The **Upload from URL** window displays.



3. Select the **Transcoding Profile** from the drop-down list.
4. Enter the **File URL** (for example, a Google Drive file URL may resemble the following: 'https://drive.google.com/uc?id=ABCDEFGH&authuser=0&export=download')
5. Click **Upload**.

6. Click **Add Files** to add more files.

Upload from URL

Transcoding Profile
Default
+ Add Files

File URL

http://

Create Live Stream Entry

See our article [Create a live stream entry](#).

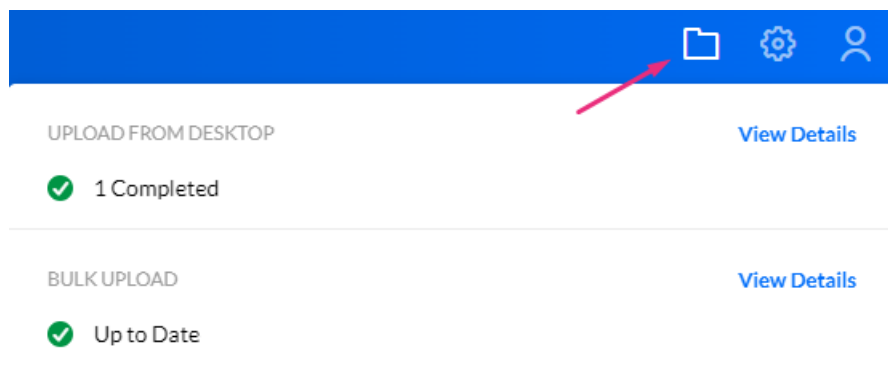
Prepare Entry

See our article [Create a draft entry](#).

Upload monitor

The upload monitor in the navigation bar displays uploads according to the way the entries were uploaded and monitors the following types of uploads:

- upload from desktop
- bulk upload (pending permissions)
- drop folders (pending permissions)



1. To track your uploads, click the folder icon.
The upload monitor table displays.

2. Click **View details** for more information.

[template("cat-subscribe")]