

Create and manage playlists in KMC

Last Modified on 11/14/2025 5:07 pm IST

 This article is designated for administrators.

About

A playlist is a curated list of media (videos, audio, images, documents) that can be played in sequence in your Kaltura applications. You can tailor playlists to your preferences, creating lists like "Most Viewed," "Most Recent," or those based on specific attributes like creation dates.

Each playlist is assigned a unique ID number, which is used when adding it to the video portal. Once created, playlists can be assigned to a player, providing further customization and control over media presentation. See [Introduction to the Player Studio](#) for more information.



Playlists can serve as the basis for RSS feeds, content feeds to over-the-top devices, or integrations such as Roku. See [Manage content syndication](#) for more information.

Playlist types

Manual playlist — You choose the entries and order. The entries remain static, with a maximum limit of 200 entries. Any changes, including additions or removals, require manual adjustments to ensure the playlist maintains its desired composition.

Rule-based playlist — A dynamic collection of media that automatically updates in response to new content. You can create rules based on order of appearance and various filters, enabling the creation of playlists such as "Most Viewed," "Most Recent," or those with specific criteria like videos tagged with 'dogs' created in January 2024.

When videos matching these rules are uploaded, they are automatically added to the playlist. This playlist has a maximum of 200 entries, extending to 10,000 entries when used in a syndication feed.

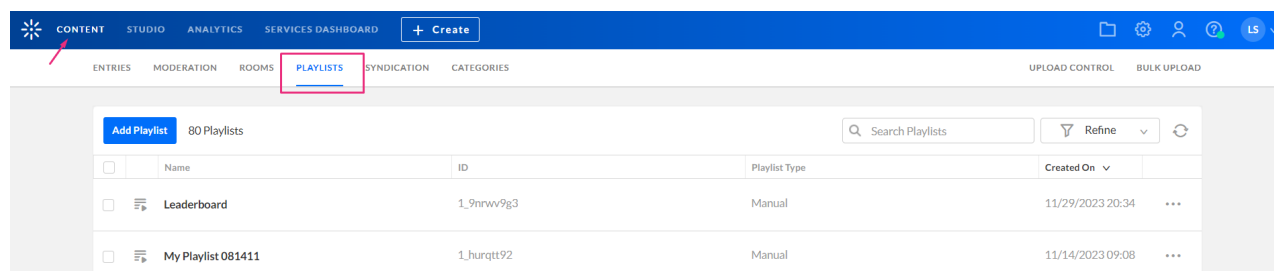


Rule-based playlists are created and played in KMC. Using a rule-based playlist in the Video Portal may not display as expected if videos are restricted in private/restricted channels.

Access the Playlists page

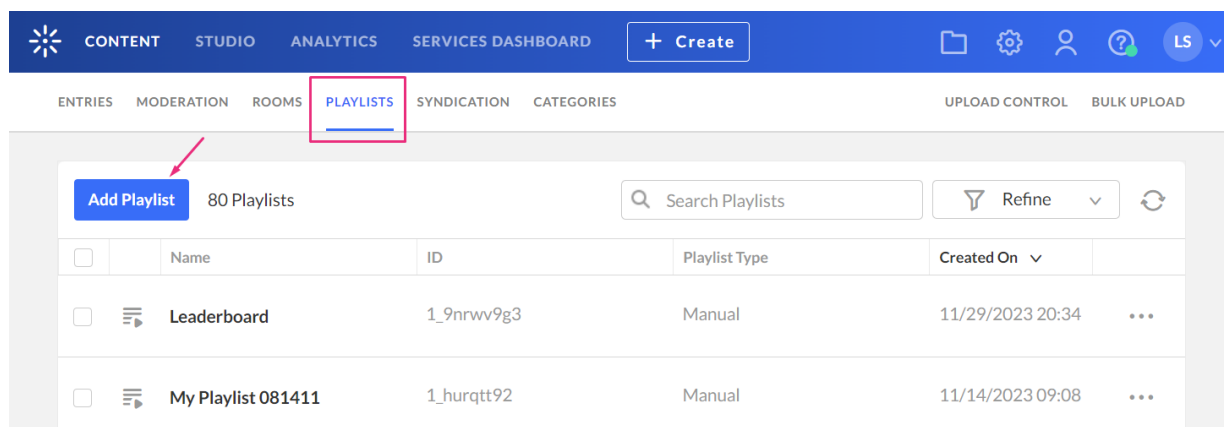
1. Log into your KMC.
2. Under the **Content** menu, click the **Playlists** tab.

At the top of the page, you can see the number of playlists that you have in your entire account.



Create a manual playlist

1. Click **Add Playlist**.



The **Add New Playlist** screen displays.

Add New Playlist

Select Playlist Type

☒ Manual Playlist
☐ Rule-Based Playlist

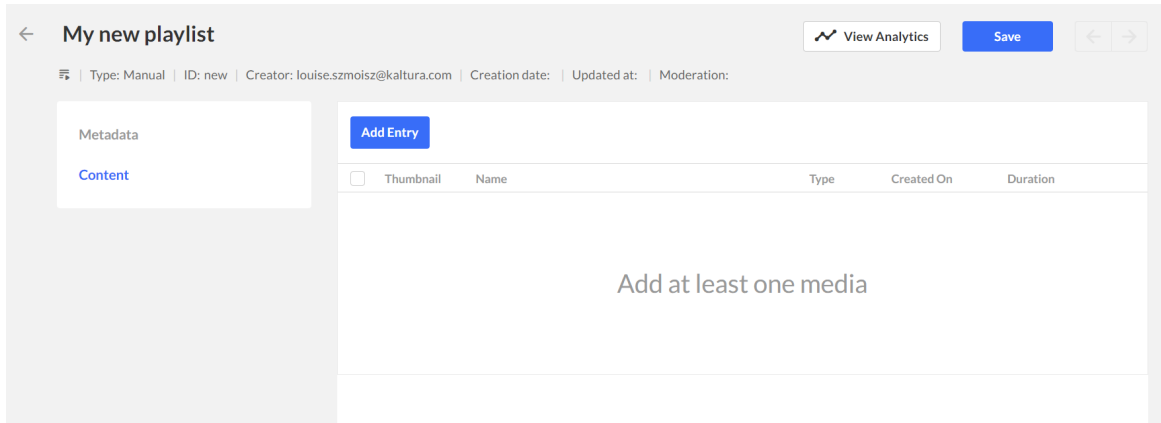
My new playlist

This is a manual playlist.

Next

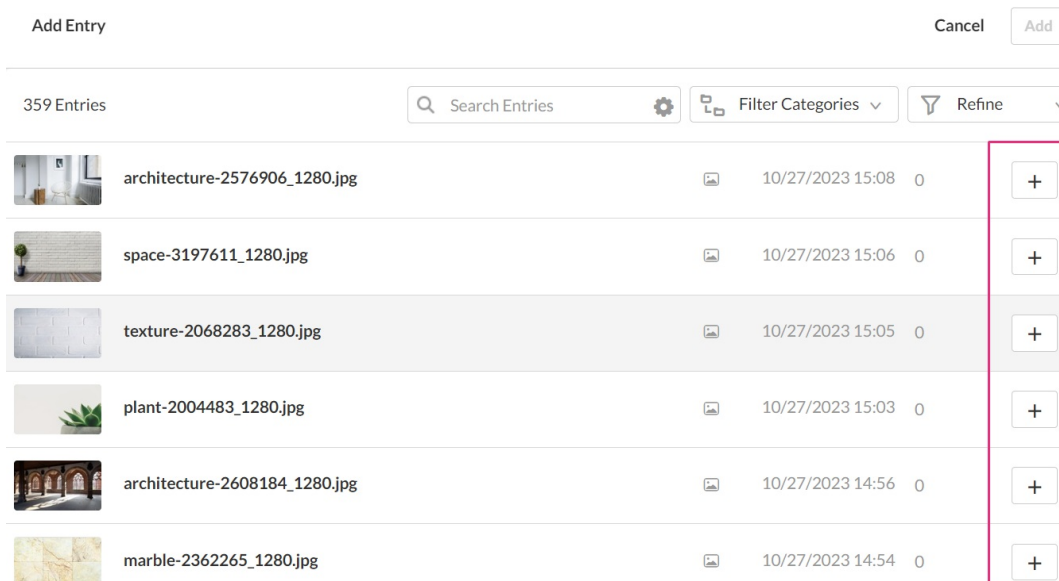
2. Select **Manual Playlist**.
3. Enter a name for your playlist, and a brief description (optional).
4. Click **Next**

The new playlist screen displays.



Add entries to your playlist




1. Click **Add Entry**.
2. Click the **+** icon at the end of the row next to the desired entry(ies). You must add at least one entry.



























Thumbnail	Name	Type	Created On	Duration	Action
	architecture-2576906_1280.jpg		10/27/2023 15:08	0	+
	space-3197611_1280.jpg		10/27/2023 15:06	0	+
	texture-2068283_1280.jpg		10/27/2023 15:05	0	+
	plant-2004483_1280.jpg		10/27/2023 15:03	0	+
	architecture-2608184_1280.jpg		10/27/2023 14:56	0	+
	marble-2362265_1280.jpg		10/27/2023 14:54	0	+

The entry(ies) appear in the pane on the right.

Add Entry Cancel **Add 3**

359 Entries   Filter Categories ▼  Refine ▼




	architecture-2576906_1280.jpg		10/27/2023 15:08	0	
	space-3197611_1280.jpg		10/27/2023 15:06	0	
	texture-2068283_1280.jpg		10/27/2023 15:05	0	
	plant-2004483_1280.jpg		10/27/2023 15:03	0	
	architecture-2608184_1280.jpg		10/27/2023 14:56	0	
	marble-2362265_1280.jpg		10/27/2023 14:54	0	

 architecture-257... 
 space-3197611... 
 texture-2068283... 











Use the Search and Filter functions to search for entries you want to include. See [Search and filter entries](#) for more information about using filters.

Add Entry

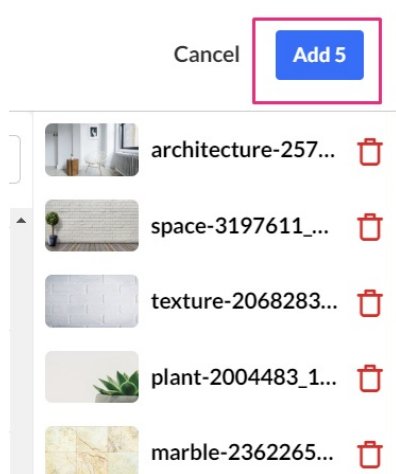
359 Entries

  Filter Categories ▼  Refine ▼

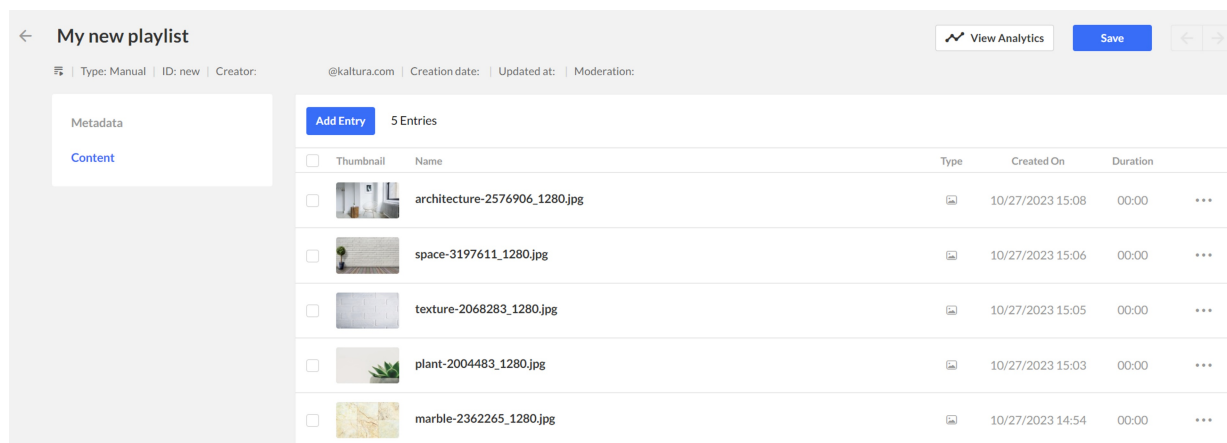
To remove an entry that you selected, click the trash can icon next to the desired entry.

	architecture-257...	
	space-3197611_...	
	texture-2068283...	
	plant-2004483_1...	
	marble-2362265...	

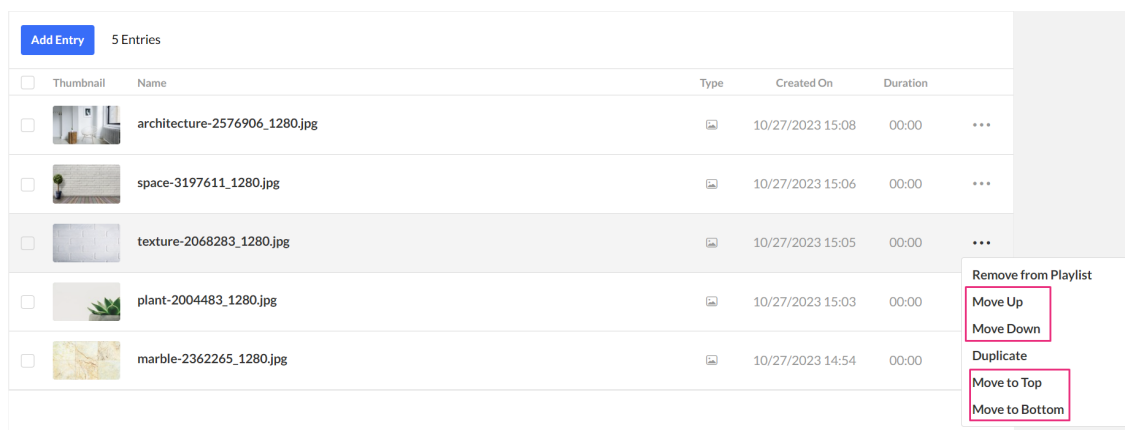
3. When you have finished selecting all your entries, click the **Add** button.



Your new playlist displays with its list of the entries.



4. To change the order of the entries, click the **three-dot menu** next to the entry you want to move.
5. Click the option you want from the following options:
 - Move Up
 - Move down
 - Move to top
 - Move to bottom



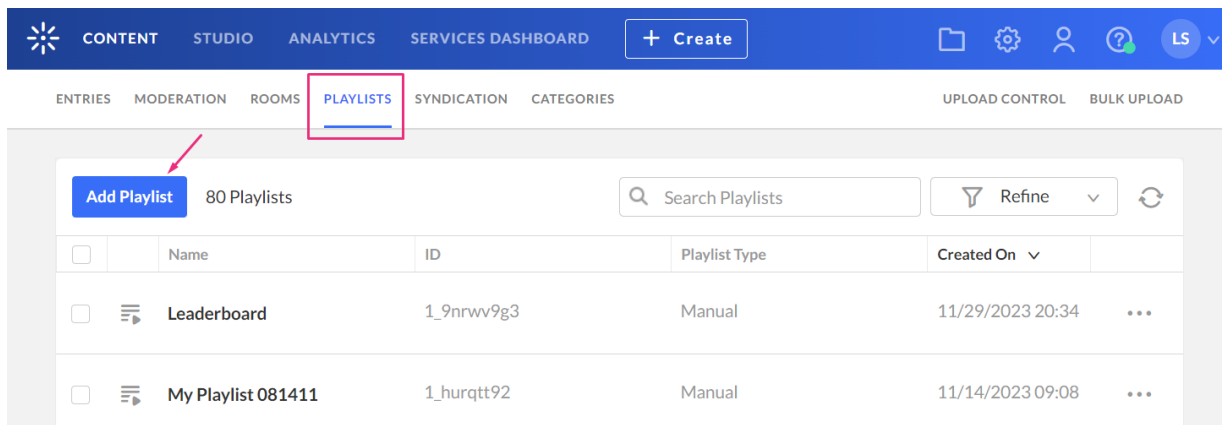
6. Click **Save**.

Create a rule-based playlist



Creating and playing a Rule-Based playlist is currently supported in KMC only. Using a Rule-Based playlist in the Video Portal might not display properly as there can be videos that might be restricted for some users within a private/restricted channel.

1. Click **Add Playlist**.



	Name	ID	Playlist Type	Created On	
<input type="checkbox"/>	Leaderboard	1_9nrwv9g3	Manual	11/29/2023 20:34	...
<input type="checkbox"/>	My Playlist 081411	1_hurqtt92	Manual	11/14/2023 09:08	...

The **Add New Playlist** screen displays.

Add New Playlist

Select Playlist Type

☐ Manual Playlist
 ☒ Rule-Based Playlist

My other new playlist

This is a rule-based playlist.

Next

2. Select **Rule-Based Playlist**.

3. Enter a name for your playlist, and a brief description (optional).

4. Click **Next**.

The rule Edit page displays.

←

My other new playlist

Save

🔍

Type: Rule Based | ID: new | Creator: @kaltura.com | Creation date: | Updated at: | Moderation:

Metadata

Content

+ Add Rule

<input type="checkbox"/>	Rule Name	No. Entries	Limit	Order By	Duration
Add rules to your playlist.					

5. Click **Add Rule**.

The rule configuration screen displays.

Add a rule to your playlist.

Cancel

Add

Rule Name

Rule Name

Results Limit (200)

Order by: Most Played




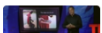
🔍 Search Entries

⚙️

🔍 Filter Categories

🔍 Refine

50 Entries, Total duration 1:05:35

Thumbnail	Name	ID	Type	Created On	Duration	Plays
	Webcasting Overview	1_dh7jzx0n	📺	09/12/2022 14:55	01:25	246
	How Customers are Using Kaltura	1_45efrjzg	📺	09/12/2022 14:55	02:47	218
	Knowledge Sharing for Enterprise	1_ml21flgb	📺	09/12/2022 14:55	03:04	202
	Marketing Tins	1_hshi1k58	📺	12/21/2022 22:51	05:16	152

6. Type a rule name.

Add a rule to your playlist.

Cancel

Add

Rule Name

Dogs

Results Limit (200)

Order by: Most Played

→ 🔍 dog

⚙️




🔍 Filter Categories

🔍 Refine

9 Entries, Total duration 15:01

Active Filters: dog x

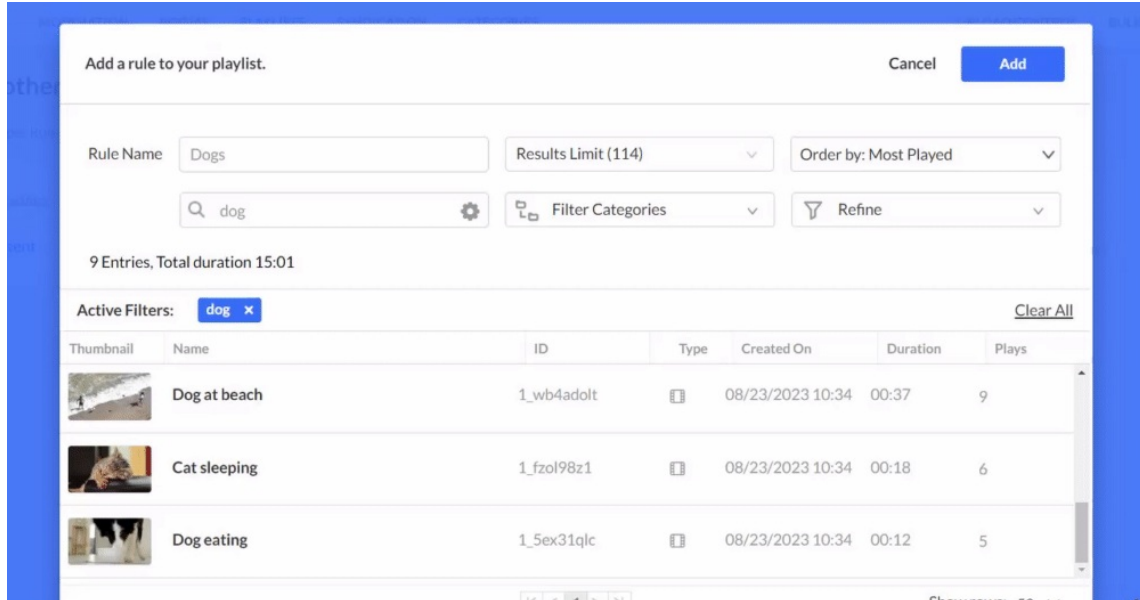
Clear All

Thumbnail	Name	ID	Type	Created On	Duration	Plays
	Dog at beach	1_wb4adolt	📺	08/23/2023 10:34	00:37	9
	Cat sleeping	1_fzol98z1	📺	08/23/2023 10:34	00:18	6
	Dog eating	1_5ex31qlc	📺	08/23/2023 10:34	00:12	5

Set the rules

1. Configure the following:

- **Results Limit** - Select the total number of entries you would like to include in the playlist.









Add a rule to your playlist. Cancel Add

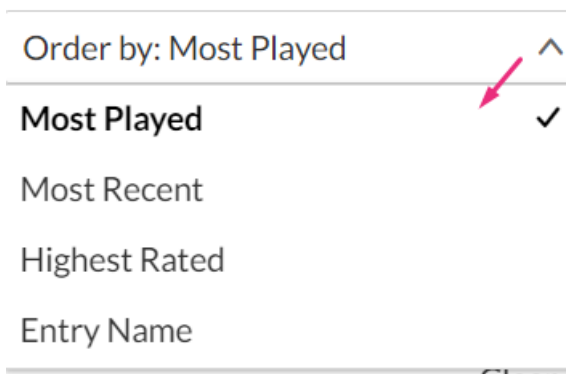
Rule Name: Results Limit (114) Order by: Most Played

9 Entries, Total duration 15:01

Active Filters: dog x Clear All

Thumbnail	Name	ID	Type	Created On	Duration	Plays
	Dog at beach	1_wb4adolt		08/23/2023 10:34	00:37	9
	Cat sleeping	1_fzol98z1		08/23/2023 10:34	00:18	6
	Dog eating	1_5ex31qlc		08/23/2023 10:34	00:12	5

- **Order By** - Define the type of content you want in the playlist by using the **Order By** drop-down menu. The following options are available:
 - Most Played
 - Most Recent
 - Highest Rated
 - Entry Name



Order by: Most Played

Most Played ✓

Most Recent

Highest Rated

Entry Name

- **Filter Categories** - Use this function to choose which category(ies) will be associated to the playlist.
- **Refine** - You can further narrow your parameters by using the Refine function, for example, if you want your playlist to only have videos that were created between certain dates, you can use the date picker and media filter. For more information about using the filters function, see our article [Search and filter entries](#).

ADDITIONAL FILTERS

Created Between

Clear Dates

Media Types

Video

Image

Audio

Live Stream

2. Click **Add** to complete the process.

You can edit or delete the rule by clicking an option in the **three-dot menu**.

My other new playlist

Save

Type: Rule Based | ID: new | Creator: @kaltura.com | Creation date: | Updated at: | Moderation:

Metadata

Content

+ Add Rule 9 Entries in 1 Rules Duration: 15:01

<input type="checkbox"/>	Rule Name	No. Entries	Limit	Order By	Duration	
<input type="checkbox"/>	Dogs	9	86	Most Played	15:01	<div>View/Edit Rule</div> <div>Move Up</div> <div>Move Down</div> <div>Delete Rule</div>

3. Click **Save**.

Continue to create rules for playlists.

Edit a rule

1. Click **Playlists**.
2. Click the desired playlist.

ENTRIES MODERATION ROOMS **PLAYLISTS** SYNDICATION CATEGORIES UPLOAD CONTROL BULK UPLOAD

Add Playlist 82 Playlists

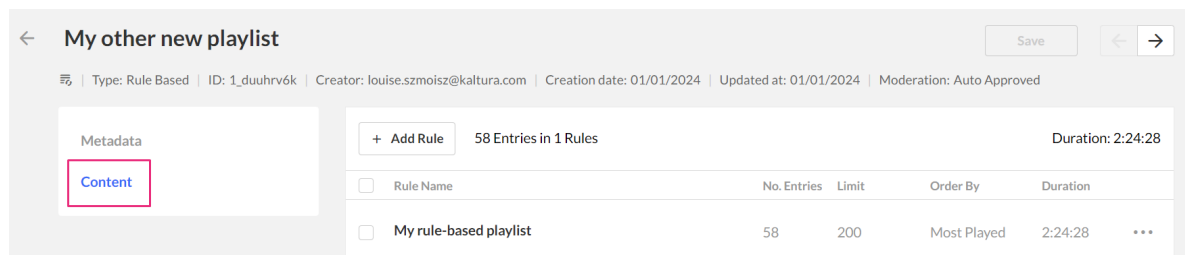
Search Playlists

Refine

<input type="checkbox"/>	Name	ID	Playlist Type	Created On	
<input type="checkbox"/>	My other new playlist	1_duuhrv6k	Rule Based	01/01/2024 12:57	...
<input type="checkbox"/>	My new playlist	1_yvyaydba	Manual	01/01/2024 10:31	...
<input type="checkbox"/>	Leaderboard	1_9nrwv9g3	Manual	11/29/2023 20:34	...

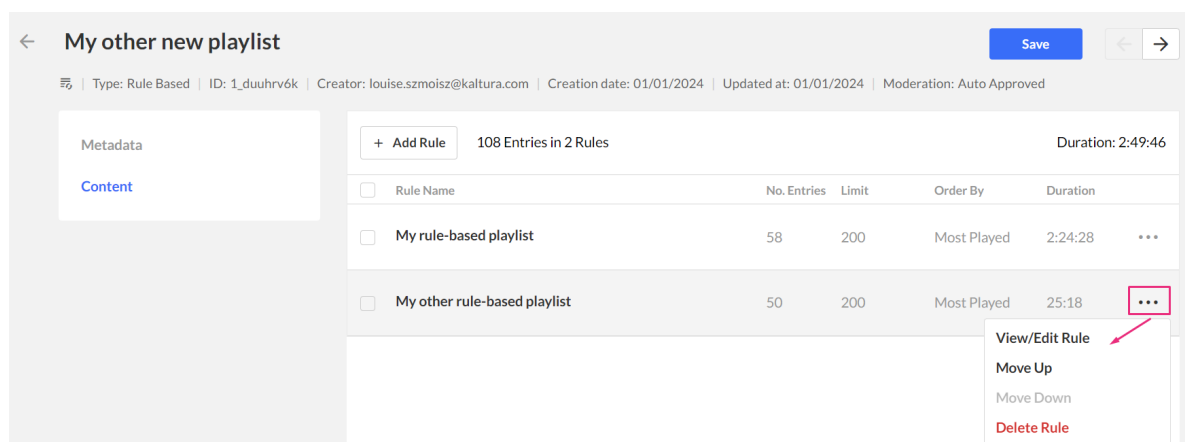
The edit page displays.

3. Click **Content**.



4. Click the **three-dot menu** next to the rule you want to edit.

5. Choose **View/Edit Rule**.



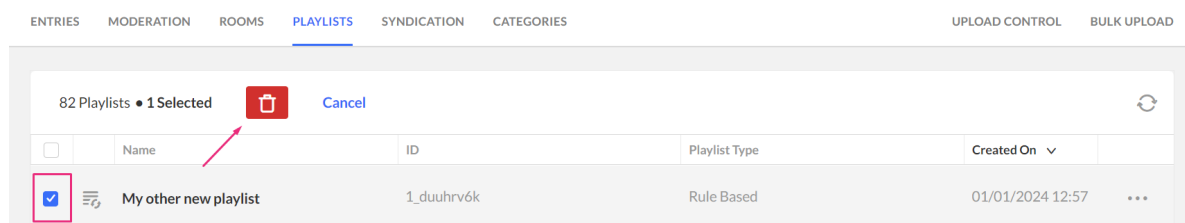
6. Modify the rule settings (see [Set the rules](#) above).

7. Click **Save**.

Delete playlists

Option 1:

1. Check the box next to one or several playlists.
2. A trash can icon appears at the top of the page.



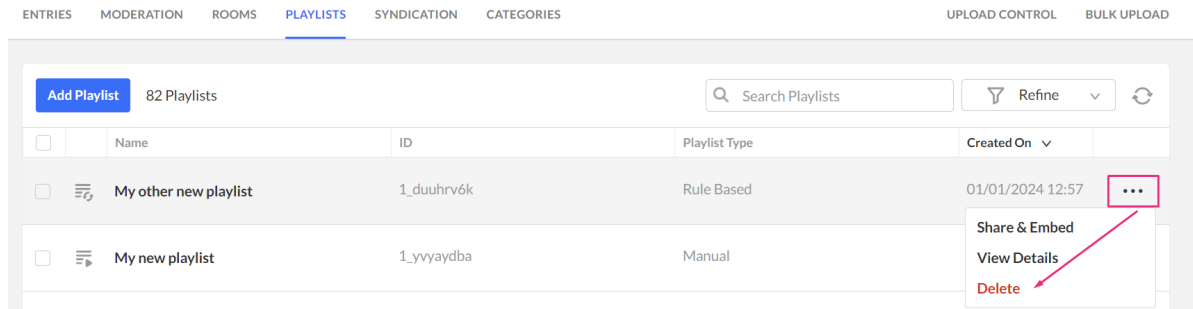
3. Click the trash icon.

A warning message displays: *Are you sure you want to delete the selected playlist> [playlist name]. Please note: this playlist will be permanently deleted from your account.*

4. Click **Yes** (or No).

Option 2:

1. Click the **three-dot menu** next to the desired playlist.
2. Click **Delete**.



ENTRIES MODERATION ROOMS **PLAYLISTS** SYNDICATION CATEGORIES UPLOAD CONTROL BULK UPLOAD

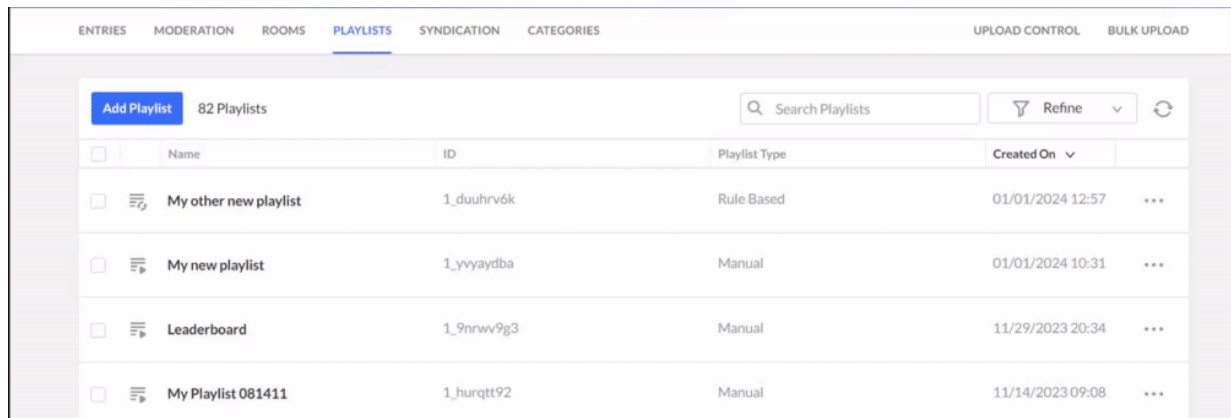
[Add Playlist](#) 82 Playlists [Refine](#) [Refresh](#)

<input type="checkbox"/>	Name	ID	Playlist Type	Created On	
<input type="checkbox"/>	My other new playlist	1_duuhrv6k	Rule Based	01/01/2024 12:57	...
<input type="checkbox"/>	My new playlist	1_yvyaydba	Manual		

Share & Embed
View Details
Delete

Remove entries from a playlist

1. Click the playlist.
The edit page displays.
2. Click **Content**.
3. Click the box(es) next to the entry(ies) you want to remove.
4. Click **Remove** at the top.



ENTRIES MODERATION ROOMS **PLAYLISTS** SYNDICATION CATEGORIES UPLOAD CONTROL BULK UPLOAD

[Add Playlist](#) 82 Playlists [Refine](#) [Refresh](#)

<input type="checkbox"/>	Name	ID	Playlist Type	Created On	
<input type="checkbox"/>	My other new playlist	1_duuhrv6k	Rule Based	01/01/2024 12:57	...
<input type="checkbox"/>	My new playlist	1_yvyaydba	Manual	01/01/2024 10:31	...
<input type="checkbox"/>	Leaderboard	1_9nrwv9g3	Manual	11/29/2023 20:34	...
<input type="checkbox"/>	My Playlist 081411	1_hurqtt92	Manual	11/14/2023 09:08	...



Removing a video from a playlist does not delete it from your content library.



You cannot remove a video from a rules-based playlist directly. Instead, you can delete the video. See [Delete entries](#) for more information.

Adding / Editing playlist metadata

1. Click the desired playlist.
The **Metadata** page displays.
2. Add or modify the metadata.

ENTRIES MODERATION ROOMS PLAYLISTS SYNDICATION CATEGORIES					UPLOAD CONTROL BULK UPLOAD	
Add Playlist		82 Playlists		Search Playlists		Refine
<input type="checkbox"/>	Name	ID	Playlist Type	Created On		
<input type="checkbox"/>	My other new playlist	1_duuhv6k	Rule Based	01/01/2024 12:57	...	
<input type="checkbox"/>	My new playlist	1_yvyaydba	Manual	01/01/2024 10:31	...	
<input type="checkbox"/>	Leaderboard	1_9nrwv9g3	Manual	11/29/2023 20:34	...	
<input type="checkbox"/>	My Playlist 081411	1_hurqtt92	Manual	11/14/2023 09:08	...	
<input type="checkbox"/>	News items 23.10.2023	1_5b2dugwv	Manual	10/23/2023 20:02	...	
<input type="checkbox"/>	My Playlist 540910	1_rbzeydsq	Manual	10/09/2023 08:54	...	

3. Click Save.

New playlist
View Analytics
Save

Type: Manual | ID: 1_obumhzha | Creator: louise.szmoisz@kaltura.com | Creation date: 10/09/2023 | Updated at: 10/09/2023 | Moderation: Auto Approved

Metadata
Content

Metadata

Name
New playlist

Description

Tags
dog x run x field x

Playlist table actions







The following actions are available for each playlist:

- **Share and Embed**
- **View Details**
- **Delete**

Add Playlist

82 Playlists

Search Playlists

<input type="checkbox"/>	Name	ID	Playlist Type	Created On	
<input type="checkbox"/>	 My other new playlist	1_duuhrv6k	Rule Based	01/01/2024 12:57	...
<input type="checkbox"/>	 My new playlist	1_yvyaydba	Manual		<div> Share & Embed View Details Delete </div>
<input type="checkbox"/>	 Leaderboard	1_9nrwv9g3	Manual	11/29/2023 20:34	...
<input type="checkbox"/>	 My Playlist 081411	1_hurqtt92	Manual	11/14/2023 09:08	...
<input type="checkbox"/>	 News items 23.10.2023	1_5b2dugwv	Manual	10/23/2023 20:02	...
<input type="checkbox"/>	 My Playlist 540910	1_rbzeyseq	Manual	10/09/2023 08:54	...