


## Log into the Rich Media CMS

Last Modified on 05/24/2026 10:42 am IDT

 This article is designated for administrators.

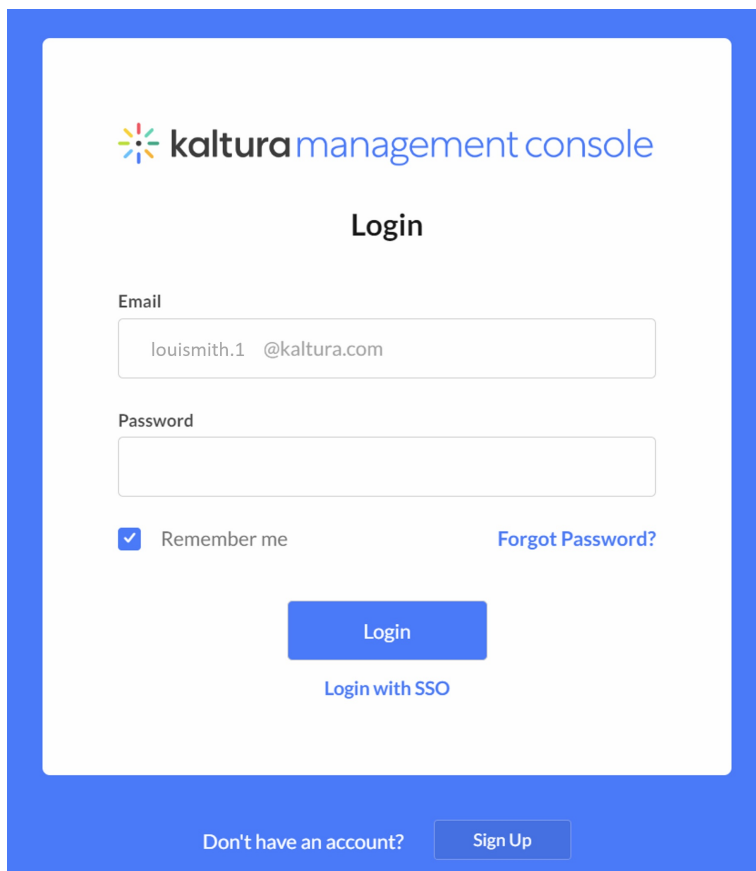
### About

After you are added as a user to the Rich Media Content Management System (Rich Media CMS), you can use your appropriate credentials to login.

 If you don't have an account, click [Sign up](#) on the Login screen for a free trial of the Rich Media CMS.

### Application log in

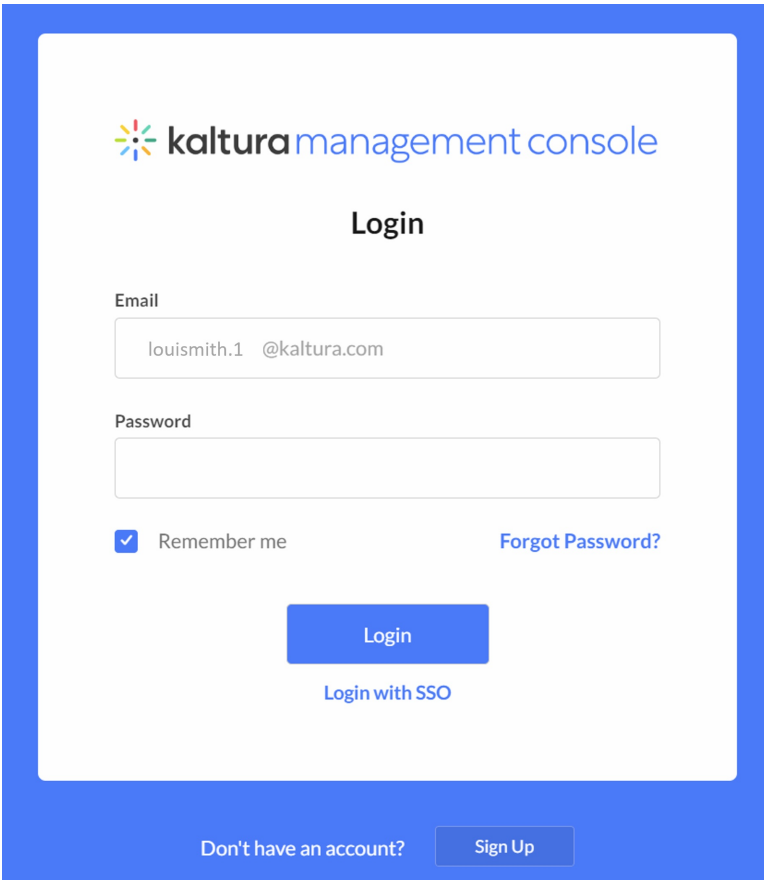
1. Access the Rich Media CMS.  
The 'Login' screen displays.




The screenshot shows the 'kaltura management console' login page. It features the Kaltura logo at the top left, followed by the text 'kaltura management console'. Below this is the heading 'Login'. There are two input fields: 'Email' with the text 'louismith.1 @kaltura.com' and 'Password'. Below the password field is a checked checkbox for 'Remember me' and a link for 'Forgot Password?'. A blue 'Login' button is centered below these fields. Below the button is a link for 'Login with SSO'. At the bottom of the page, there is a link for 'Don't have an account?' and a 'Sign Up' button.

2. Type the **Email** and **Password** you received in the Kaltura Registration

Confirmation email.



 **kaltura** management console

### Login

Email

Password

Remember me [Forgot Password?](#)

[Login](#)

[Login with SSO](#)

[Don't have an account?](#) [Sign Up](#)













3. Click **Login**.

The Rich Media CMS opens with the 'Entries' page open by default.

See our article [The Content Menu](#) to learn more about the content menu.



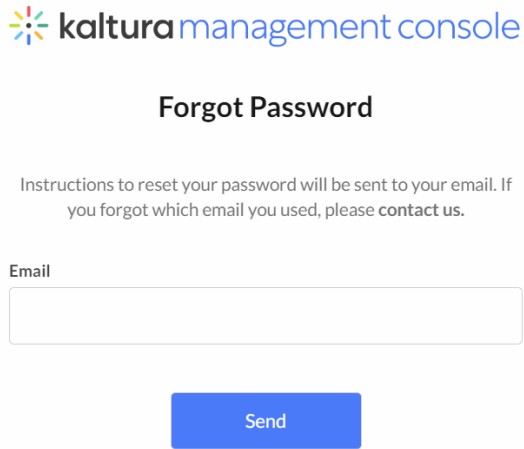
Depending on your user role, you will get to the first screen you are permitted to view. You can learn more about roles in our article [Administration pages](#).

Thumbnail	Name	ID	Type	Created On	Duration	Plays	Status	
	Embracing Diversity: Making Events Accessible for All	0_5h3dy9oy		06/10/2025 07:15	N/A	0	Ready	<a href="#">+ Create with AI</a> ...
	Unlocking scientific discovery with collaboration	0_76p6kapf		06/10/2025 07:15	00:00	0	Ready	<a href="#">+ Create with AI</a> ...
	Stories Of Impact In Health Equity	0_cdh7sbi		06/04/2025 08:53	00:00	0	Ready	<a href="#">+ Create with AI</a> ...
	Chen final	0_6roa6idc		06/03/2025 10:54	N/A	0	Ready	<a href="#">+ Create with AI</a> ...
	Accessibility in Virtual Events	0_u6uzr9zp		06/03/2025 10:54	00:00	0	Ready	<a href="#">+ Create with AI</a> ...
	Edit Issues.mp4	0_rslh1xjr		06/03/2025 10:18	01:04	0	Ready	<a href="#">+ Create with AI</a> ...

## Forgot Password

1. Click **Forgot password?** on the login screen.

The 'Forgot Password' screen displays.



**kaltura management console**

### Forgot Password

Instructions to reset your password will be sent to your email. If you forgot which email you used, please [contact us](#).

Email

[Send](#)

2. Type your email in the Email field.
3. Click **Send**. Instructions on logging in will be emailed to you.

## Single sign-on (SSO) login

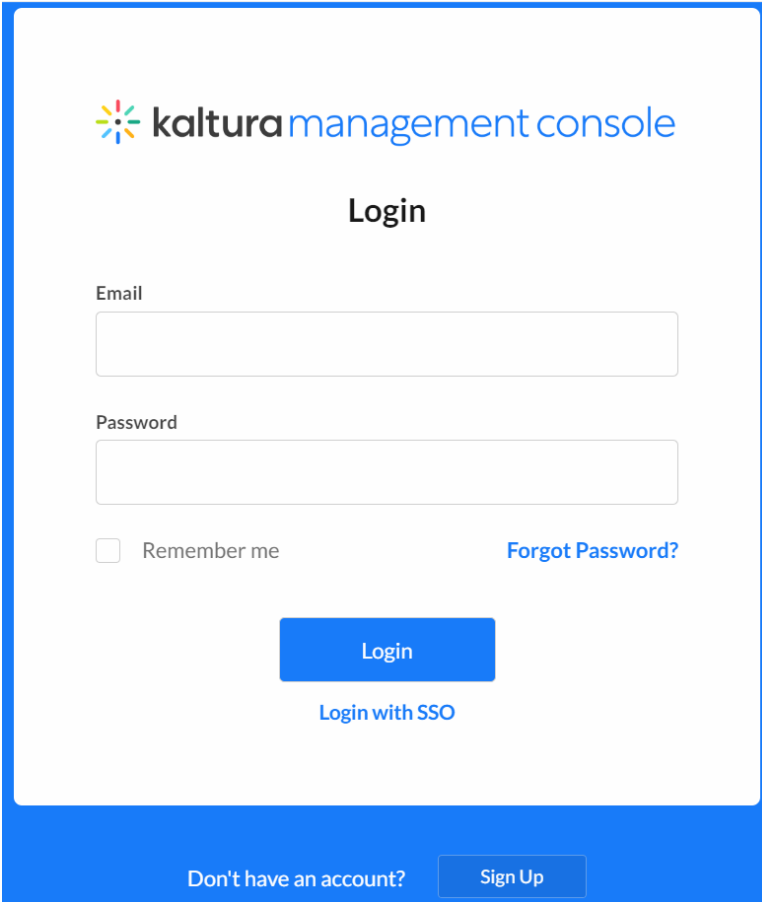
Authentication through your IdP is required before you may access the Rich Media CMS. If you haven't authenticated before beginning the process of logging into the Rich Media CMS, you will be asked to do so. Steps to complete the authentication may include entering a username and password, sending a "push" notification to obtain an authentication code, etc.



The information you are asked to provide during the login process depends on how your account is configured. See the following administrative articles regarding account configuration using Auth Broker:

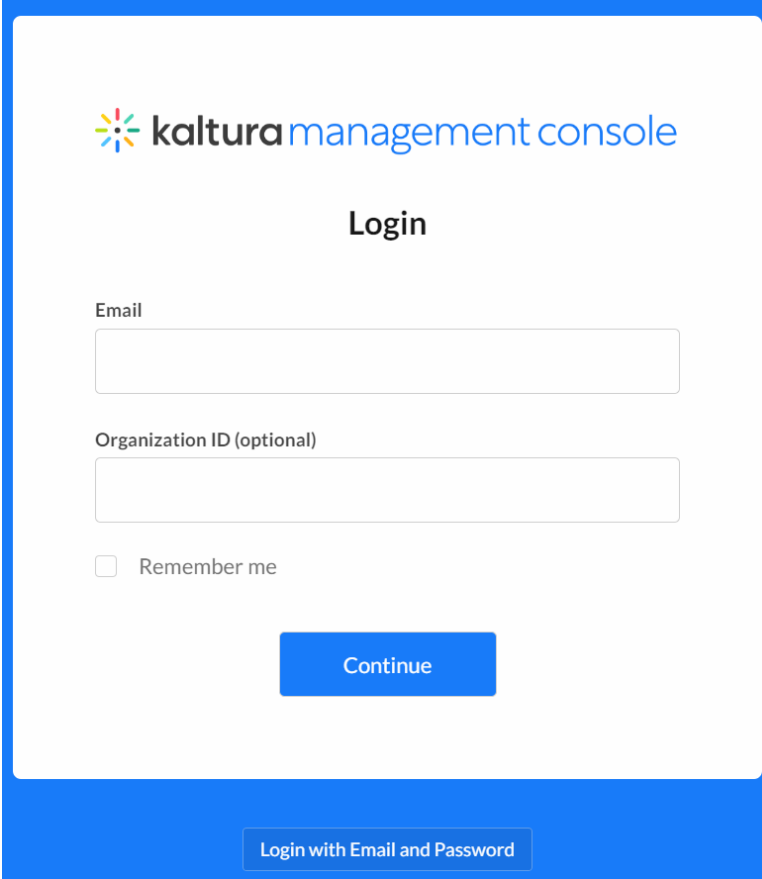
- [Create and manage SAML profiles](#)
- [Subscribe Rich Media CMS and Event accounts to Auth Broker profiles](#)
- [Auth Broker](#)

1. Access the Rich Media CMS URL. The Login screen displays.



The screenshot shows the login interface for the Kaltura Management Console. At the top left is the Kaltura logo followed by the text "kaltura management console". Below this is the heading "Login". There are two input fields: "Email" and "Password". Below the "Email" field is a checkbox labeled "Remember me". To the right of the "Remember me" checkbox is a link labeled "Forgot Password?". Below these elements is a blue "Login" button. Underneath the "Login" button is the text "Login with SSO". At the bottom of the form, there is a link "Don't have an account?" and a blue "Sign Up" button.

2. Click **Login with SSO**. The Single sign on (SSO) login screen displays.



3. Type your work email in the Email field.
4. An Organization ID lets users indicate which Rich Media CMS account they would like to enter in organizations that have more than one Rich Media CMS account. If you have been provided an Organization ID for login, type it in the Organization ID (optional) field.



Organization ID is only optional if your company does not require one for login. If you do not enter an Organization ID when your company requires one for login, you will be prompted to enter an Organization ID before proceeding with the login process.

5. Check **Remember me** if you would like for the application to save your credentials.
6. Click **Continue**. If multiple authentication profiles exist on this account, the login screen expands to display an additional field called Select authentication profile.

 **kaltura** events

## Single sign-on

Email

Organization ID (Optional)

Select authentication profile

[Application log in](#)

7. Select your authentication profile from the pull-down menu.

 **kaltura** events

## Single sign-on

Email

Organization ID (Optional)

Select authentication profile

1st AB profile 909 ^

- 1st AB profile 909
- 2nd AB profile 909

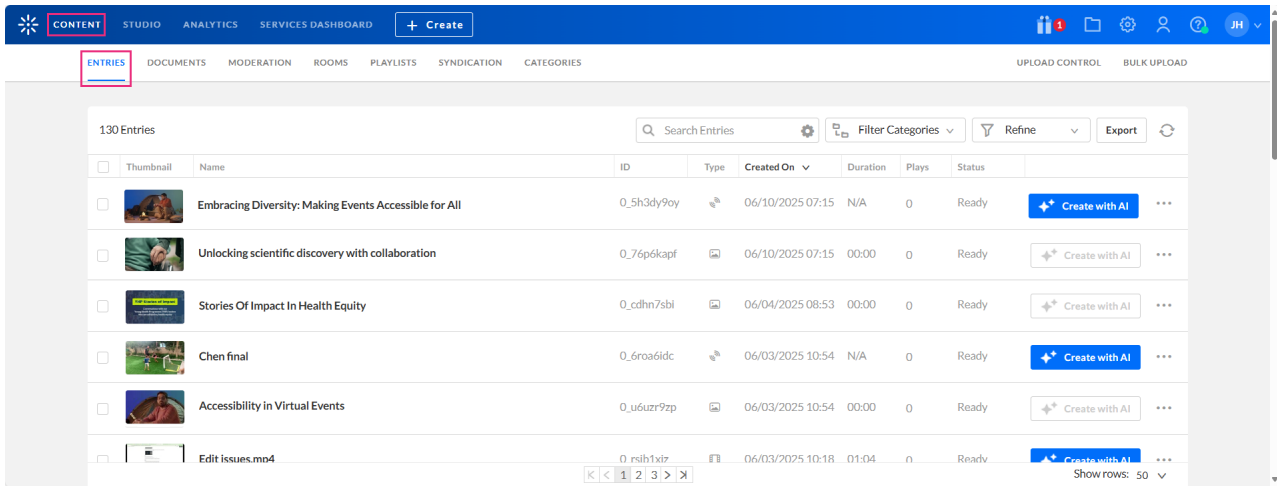
8. Click **Continue**. The Rich Media CMS displays with the Content tab > Entries page open by default. See our article [The Content Menu](#) to learn more about the content menu.

The Rich Media CMS opens on the 'Entries' page by default.

See our article [The Content Menu](#) to learn more about the content menu.



Depending on your user role, you will get to the first screen you are permitted to view. You can learn more about roles in our article [Administration pages](#).

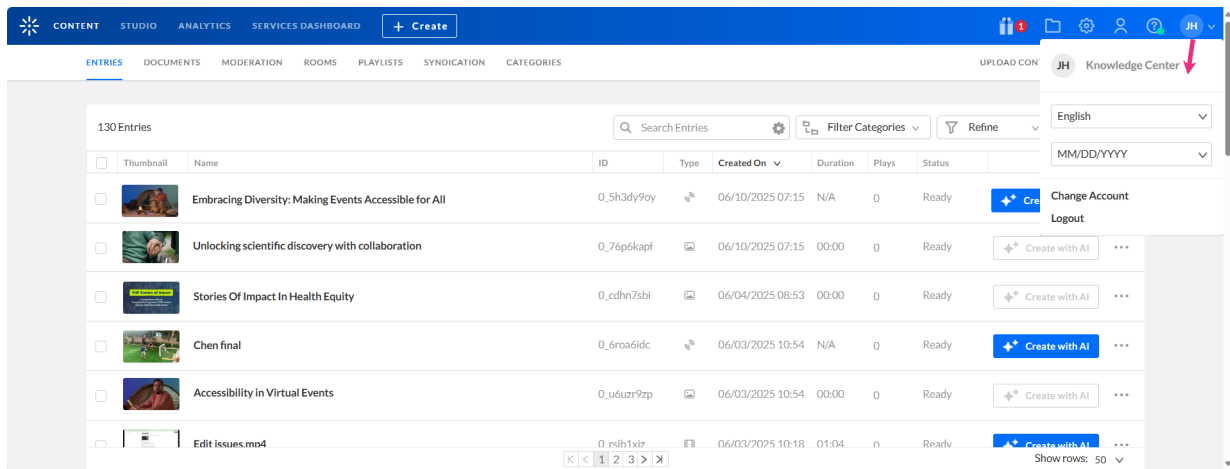


## Personal preferences

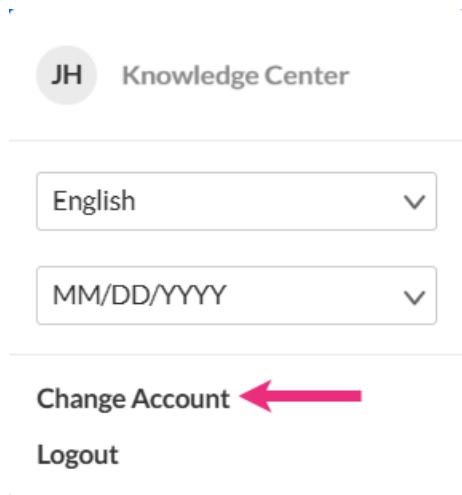
Use the personal preferences menu to log in or out, change account, or change language and date format.

### Change account

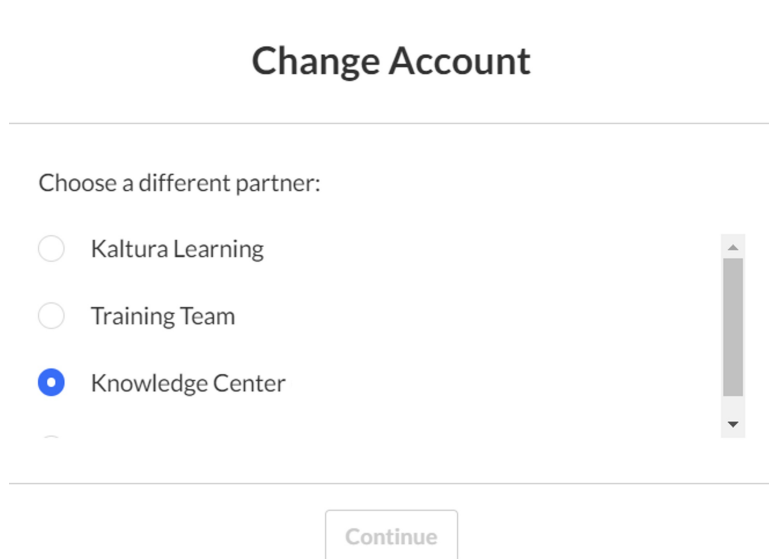
1. Open the personal preferences drop-down menu.



2. Click **Change Account**.



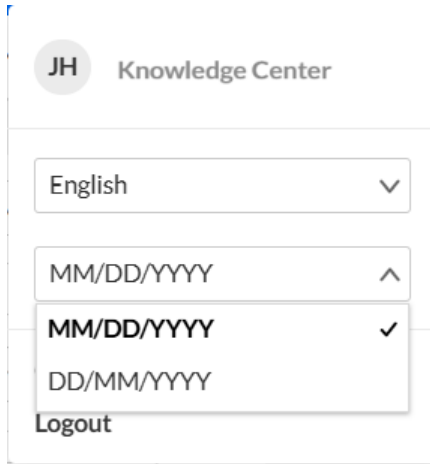
The **Change Account** window displays.



3. Select a different account.
4. Click **Continue**.

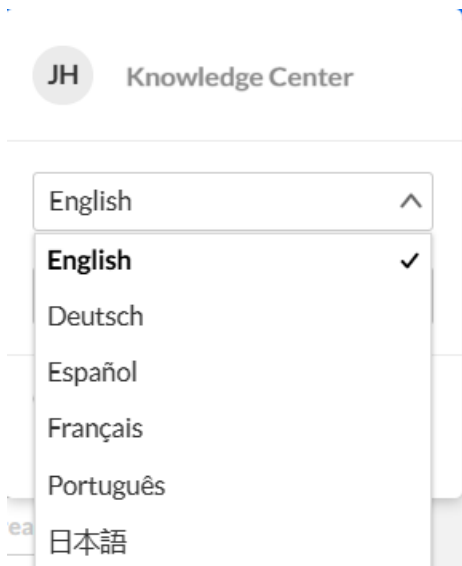
### Change the date format

1. Open the personal preferences drop-down menu.
2. Select a date preference.



### Change the Rich Media CMS interface language

1. Open the personal preferences drop-down menu.
2. Select a language.



3. The selected language is saved on the local machine cache and is loaded the subsequent time the application opens.