

# Log into the KMC

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This article is designated for administrators.

After you are added as a user to the Kaltura Management Console (KMC), you may 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 KMC.

## Application log in

1. Access the KMC URL. The Login screen displays.

🔆 kaltura manage	ment console
Login	
Email	
louismith.1 @kaltura.com	
Password	
<ul> <li>Remember me</li> </ul>	Forgot Password?
Login	
Login with S	SO

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

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# 🔆 kaltura

<b>kaltura</b> mana	gement console
Log	çin
Email	
louismith.1 @kaltura.com	
Password	
<ul> <li>Remember me</li> </ul>	Forgot Password?
Log	in
Login wi	
Loginwi	

#### 3. Click Login.

The KMC displays with the Content tab > Entries page open by default. See our article The Content Menu to learn more about the content menu.

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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.

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Unlocking scientific discovery with collaboration	0_76p6kapf	۱.	06/10/2025 07:1	15 00:00	0	Ready	+ Create with AI	•••
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## **Forgot Password**

1. Click Forgot password? on the Login screen. The Forgot Password screen displays.

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orgot Password	
, , , , , , , , , , , , , , , , , , , ,	lf
Send	
t	Torgot Password Torgot Password t your password will be sent to your email. hich email you used, please contact us.

- 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

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Note: Authentication through your IdP is required before you may access the KMC. If you haven't authenticated before beginning the process of logging into the KMC, 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 KMC and Event accounts to Auth Broker profiles

Auth Broker

1. Access the KMC URL. The Login screen displays.

# 🔆 kaltura

Log	in
LOg	,
Email	
Password	
Remember me	E-mat D-mark
Remember me	Forgot Password
Log	in

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

# 🔆 kaltura

🔆 kaltu	<b>ira</b> management console
	Login
Email	
Organization ID (	optional)
Remember	r me
	Continue

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

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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.





# Single sign-on

Email
a a.com
Organization ID (Optional)
Orgid909
Select authentication profile
1st AB profile 909 - Kaltura 🗸
Continue
Application log in

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





# Single sign-on

Email		
a	a.com	
Organization ID (O	optional)	
Orgid909		
Select authenticati	ion profile	
Select authenticati	•	^
1st AB profile 909	9	^
	9	^

8. Click **Continue**. The KMC displays with the Content tab > Entries page open by default. See our article The Content Menu to learn more about the content menu.

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Thumbnail Name	ID	Туре	Created On 🗸	Duration Play	s Status	
Embracing Diversity: Making Events Accessible for All	0_5h3dy9oy	e <sup>®</sup>	06/10/2025 07:15	N/A 0	Ready	Create with AI
Unlocking scientific discovery with collaboration	0_76p6kapf	in)	06/10/2025 07:15	00:00 0	Ready	♦ <sup>+</sup> Create with AI
Stories Of Impact In Health Equity	0_cdhn7sbi	-	06/04/2025 08:53	00:00 0	Ready	♦ <sup>+</sup> Create with AI
Chen final	0_6roa6idc	e	06/03/2025 10:54	N/A 0	Ready	Create with AI
Accessibility in Virtual Events	0_u6uzr9zp	in.	06/03/2025 10:54	00:00 0	Ready	♦ <sup>+</sup> Create with AI ····
Edit issues.mp4	0 rsib1xiz K < 1 2 3 > X	m	06/03/2025 10:18	01:04 0	Readv	A <sup>+</sup> Create with AL Show rows: 50 ∨

## **Personal preferences**

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

1. Open the personal preferences drop-down menu.

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130 Entries		Q. Sear	h Entries	<b>0</b>	E Filter (	Categories	✓ 7 R	efine 🗸	English	`
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	Embracing Diversity: Making Events Accessible for All	0_5h3dy9oy	<i>69</i>	06/10/2025 07:15	N/A	0	Ready	T Cite	hange Account	
	Unlocking scientific discovery with collaboration	0_76p6kapf		06/10/2025 07:15	00:00	0	Ready		with AI •••	
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2. Click Change Account.

JH Knowledge Center	
English	$\checkmark$
MM/DD/YYYY	$\sim$
Change Account	

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#### The **Change Account** window displays.

## **Change Account**

Choose a different partner:	
Kaltura Learning	•
C Training Team	
• Knowledge Center	- 1
	•

Continue

- 3. Select a different account.
- 4. Click Continue.
- 1. Open the personal preferences drop-down menu.
- 2. Select a date preference.

JH Knowledge Cen	ter
Fueltab	
English	~
MM/DD/YYYY	/
MM/DD/YYYY	~
DD/MM/YYYY	

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



	JH Knowledge Center	
	English	^
	English	~
	Deutsch	
	Español	
	Français	
	Português	- LI
ea	日本語	

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