

Kaltura MediaSpace Essentials - Overview & Exercises

Last Modified on 02/24/2020 3:42 pm IST

Let's Practice

Login to your MediaSpace site at: [https://\[your_partner_id\].mediaspace.kaltura.com](https://[your_partner_id].mediaspace.kaltura.com) with your KMC/ MediaSpace credentials.

Upload

1. Click "Add New".
2. Select "Media Upload".
3. Choose the file you want to upload and complete the upload process.

Edit Entry

1. Go to your media page.
2. Click on the “Actions” menu and select “Edit”.
3. Add a "training" tag via "Details" tab.
4. Change the entry's thumbnail by grabbing a frame from the video itself.
5. Add an attachment.

Create a Channel

1. Go to the “My Channel” page located under your user name (or type your MediaSpace URL and add “/my-channels”).
2. Click “Create Channel”.
3. Name the channel and add a Description.
4. Select the channel's privacy setting and click Save. Click [here](#) to learn more about channel privacy settings.
5. Upload a thumbnail to your channel via the hamburger menu.

Publish to a Channel

1. Click on your user name and Go to My Media
 2. Check one entry.
 3. Click on the “Actions” menu and select “Publish”.
 4. Check the box of the channel you want to publish to.
 5. Click Save.
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