

## Actions menu

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 This article is designated for all users.

### About

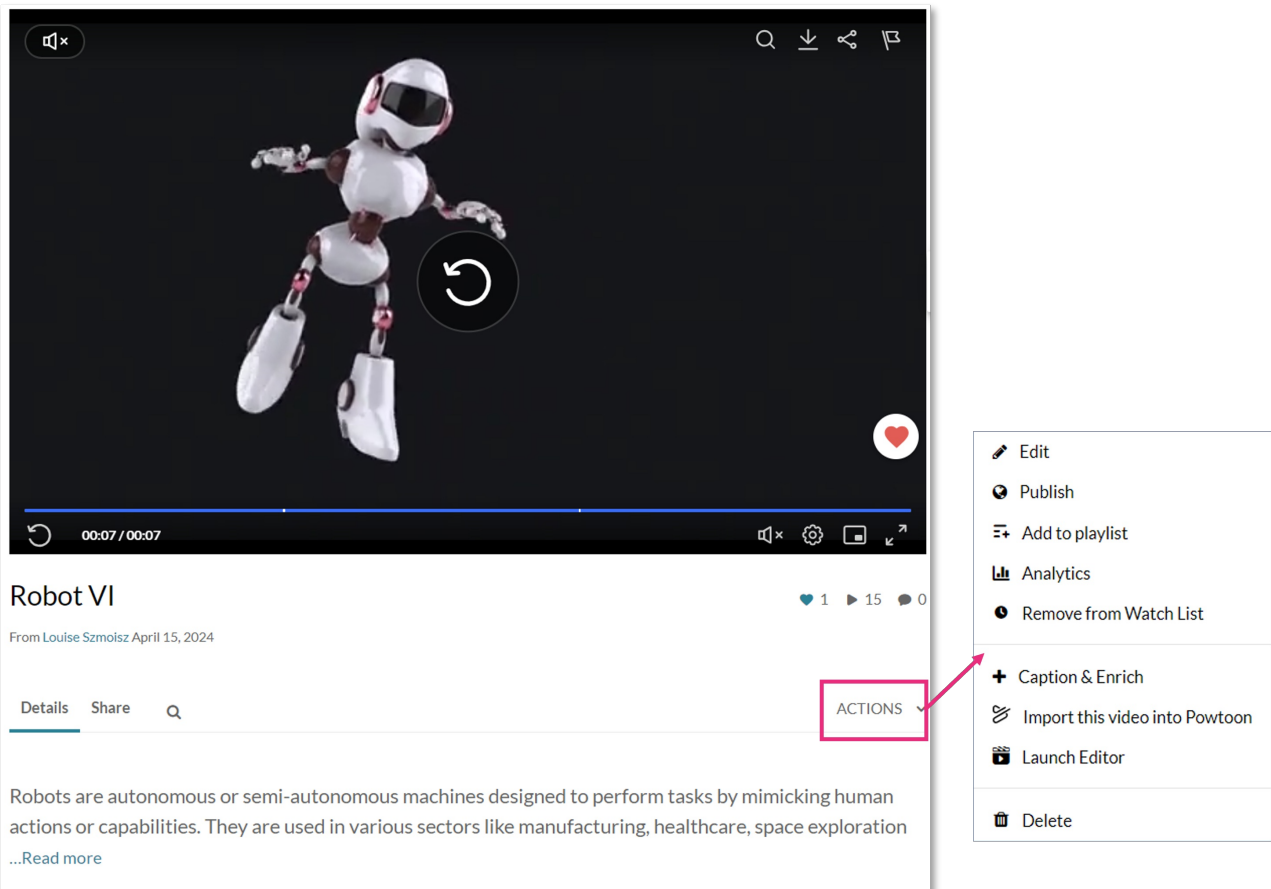
The Actions menu is a drop-down menu of options that you can choose from in order to quickly access the actions you need.


### Access the menu

1. Navigate to the desired entry (for example, in your [playlist page](#), [channel](#) or [media page](#)).
2. Click on the media's thumbnail or title.  
The media page displays.

### Non-Theming users

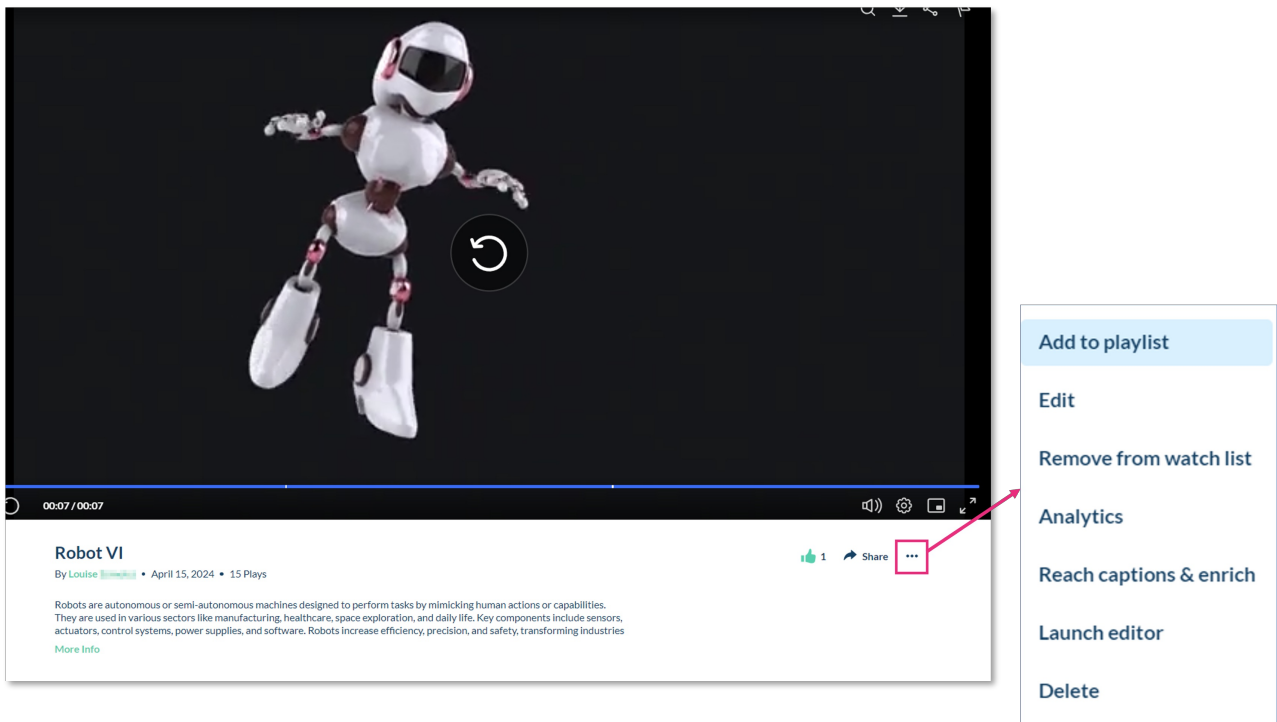
- Click **Actions** on the media page.




 See our articles [Theming](#) for more information about the Theming feature set, and [Media page](#) for information about the new media page.

## Theming users

- If your video portal has the [Theming module](#) and media page feature enabled, click the **three dots** on the media page.



## What's on the menu?

 The options displayed in the Actions menu depend on your video portal configuration.

The Actions menu can contain the following options or more:

- **Edit** - See [Edit media](#) for more information.
- **Publish** - See [Publish media](#) for more information.
- **Add to Playlist** - See [Add media to a playlist](#).
- **Add to / remove from watch list** - See [Access your watch list](#).
- **Analytics** - See [Category analytics](#) or [Playlist analytics dashboard](#).
- **Reach captions & enrich** - See [Introduction to REACH](#).
- **Launch Editor** - See [Kaltura Video Editing Tools](#).
- **Delete** - This will delete the entry and move it to the recycle bin. For more information about the recycle bin, visit our articles [Recycle bin](#) and [Restore deleted items from the recycle bin](#).