

Shared Repository

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You can create shared media repositories that allow any member to not only browse the media that is published in the shared repository, but also use the media to publish to other channels and/or categories. Members of a shared repository can contribute content to it, based on permission level, and re-use content that was contributed to the shared repository by other members.

Shared Repositories allow education institutions and enterprises to create a shared media location for media that anyone with access to the location, has publishing rights to that content and can share the media to other areas in MediaSpace or KAF applications.

A shared repository is a special type of channel. Nested filters add the ability to filter media from a shared repository when media is added to a channel/category. For more information about Nested Filters see [How to Use Nested Filters](#).

When adding content to any shared repository, a user can add content from their My Media list

or

if the user is a member of one or more shared repositories, they can add a content item from the shared repository to a selected channel/gallery (whether that content item is theirs or was contributed to the shared repository by someone else).

To create a shared repository in Mediaspace

1. Create a channel and set the privacy settings to Shared Repository. See [Creating a Channel](#).
2. Add Users to the Shared Repository. See the section Editing Channel Users in [Managing a Channel in Kaltura MediaSpace](#).

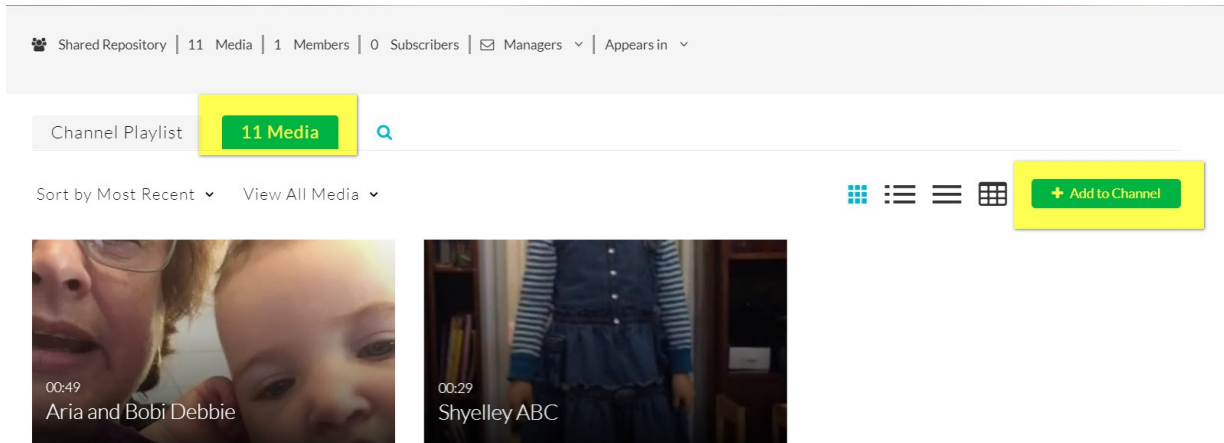
To add entries to the shared repository

1. Go to My Media.
2. Select the content you want to add to the Shared Repository.
3. In the edit entry window click “Click to add required metadata for shared repository.”
4. Assign the media to one or more filters and click Save.
5. Publish your media. See [Publishing Media](#).

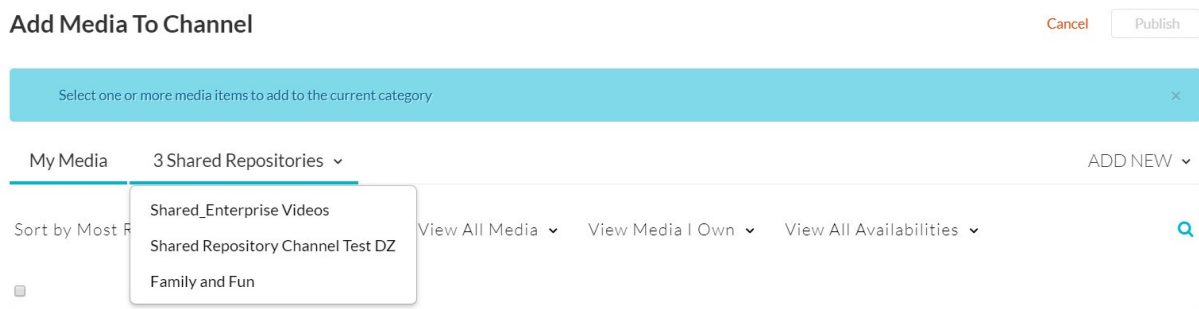
Your media is now shareable between members of defined shared repositories.

To add content from a Shared Repository to your channels

1. Select My Channels from the User drop down menu.
2. Click on the Channel that you want to add the content from to the shared repository.
3. Click on the Media tab to display the media.
4. Click Add to Channel button.



5. Click on Shared Repositories tab and select one of the shared repositories from the drop-down list.



6. Search for the item by either scrolling down the page or using the search box or nested filters.
 - a. Enter a search string and click Search
or
 - b. Click on the Search icon and check the filters that you want to search through to find content and click Search.
The content that was created within the nested filters is displayed.
7. Select the content you want to add to the channel and click Publish.