

Add Users To Channels (To Connect to Kaltura Meetings Live Room)

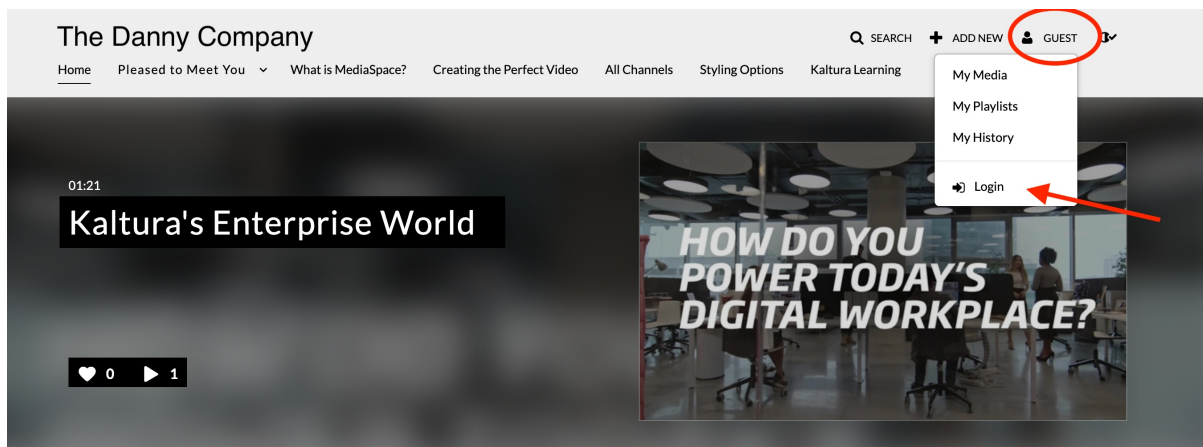
Participants must be added to a channel to be able to join or initiate Kaltura Meetings Live Rooms as authenticated users. For more information on how to create a channel, please see the following videos:

- [How To Create A Channel And Set Its Privacy Settings](#)
- [How To Configure The Channels Module](#)

Adding Participants to A Channel

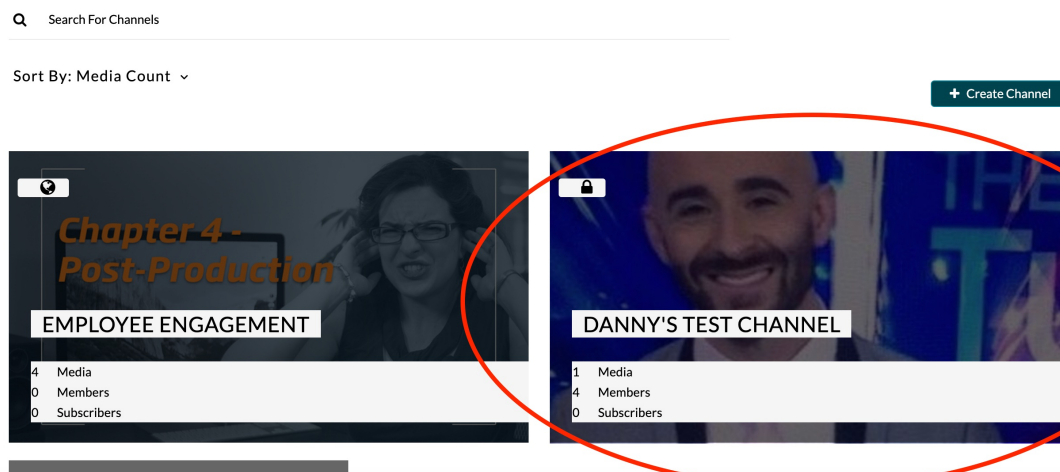
To add participants to a channel, a channel owner must:

1. Login to your MediaSpace instance.

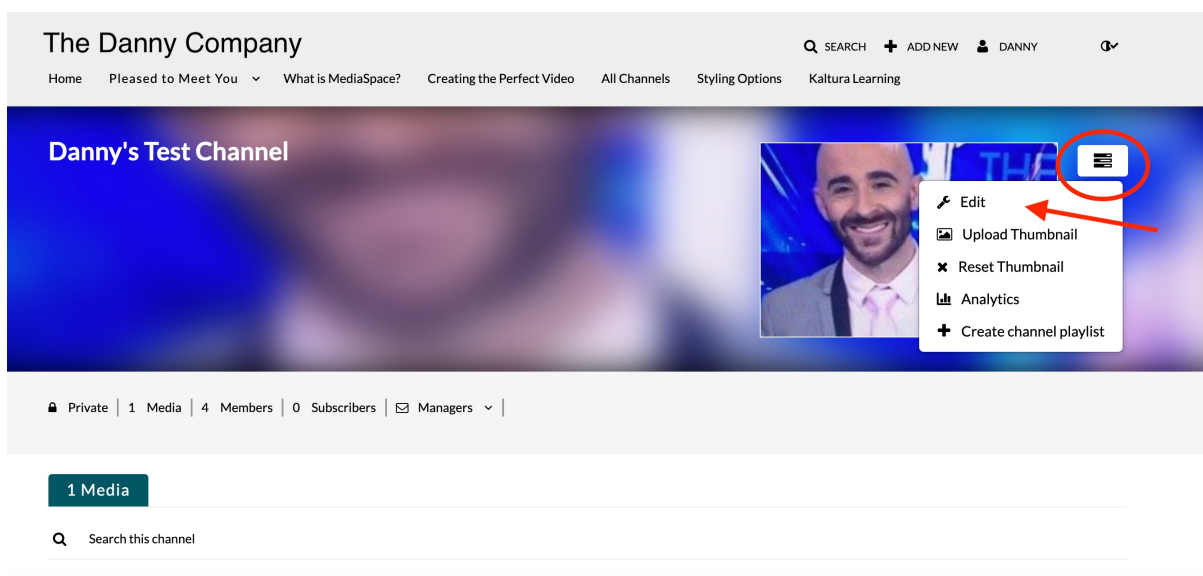


2. Select a channel you want to add users to.

Channels



3. Select Edit.



4. Select the Users tab.

Details
Playlists
Users

Name: (Required)

Description: Black Bold Italic Underline Link Image

Enter Description...

Tags:

Privacy:
☐ **Open** - All logged in users can view and contribute content (contribution is not allowed for viewer-role users).
☐ **Restricted** - All logged in users can view content and only channel members can contribute content.
☒ **Private** - Only channel members can view and contribute content.
☐ **Shared Repository** - Only channel members can view and contribute content; Content may be published to other channels, according to publishing entitlements.

Options:
☐ Moderate content (Media will not appear in channel until approved by channel manager)
☒ Enable comments in channel
☐ Enable subscription to channel (link to subscribe <https://2818651.mediaspace.kaltura.com/channel/Danny%27s+Test+Channel/164835271/subscribe>)
☒ Enable Newrow Live Room

5. Click Add Users.

Edit Danny's Test Channel

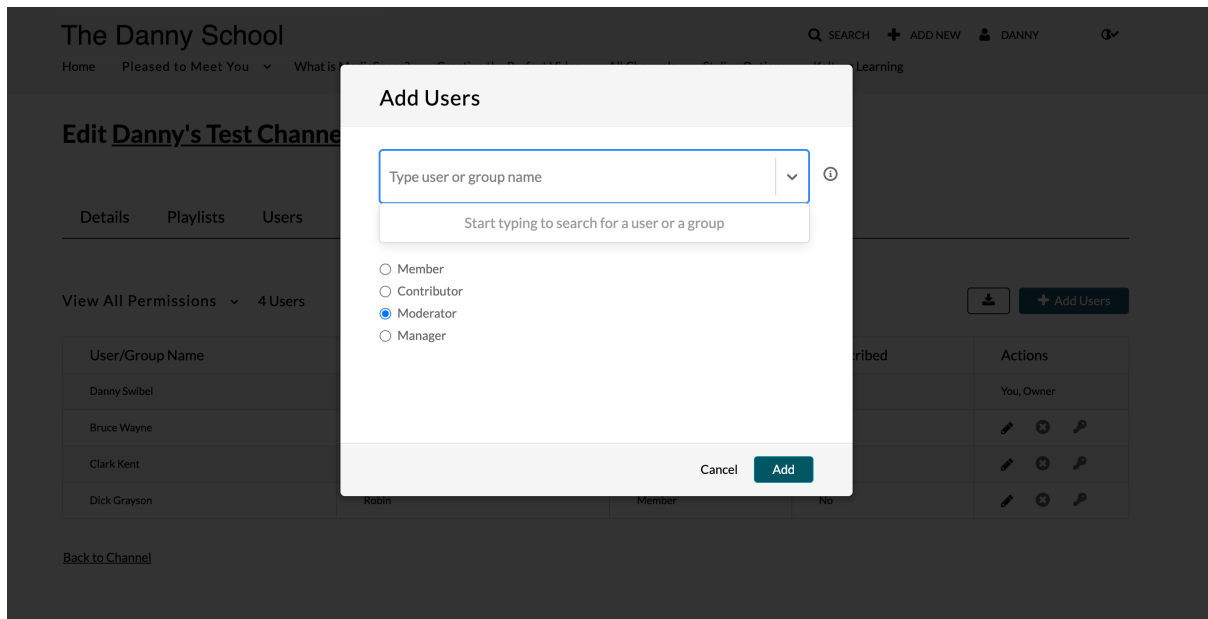
Details
Playlists
Users

View All Permissions ▾ 4 Users **+ Add Users**

User/Group Name	User/Group ID	Permission	Subscribed	Actions
Danny Swibel	Danny.Swibel@kaltura.com	Manager	No	You, Owner
Bruce Wayne	Batman	Moderator	No	
Clark Kent	Superman	Contributor	No	
Dick Grayson	Robin	Member	No	

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6. Enter the user or group name.



7. Select the preferred channel role for that user or group and click Add.

- Member - This permission allows the user to view channel content and *Join a Live Room Meeting* that has been launched by a Moderator/Manager as a participant in the live session.
- Contributor - This permission level allows the user to not only view the channel content, but also add media to the channel. A Contributor may *Join a Live Room Meeting* that has been launched by by a Moderator/Manager as a participant in the live session.
- Moderator - This permission level allows a user to view the channel content, add media to the channel, and moderate channel content. A Moderator may Start A Live Room Meeting as the main instructor of the live session
- Manager -This permission level allows a user to view the channel content, add media to the channel, moderate channel content, and access channel settings. A Manager may Start A Live Room Meeting as the main instructor of the session.

For a more information about channel permissions see [Kaltura MediaSpace/Kaltura Application Framework \(KAF\) Roles and Permissions](#) and the video [How to Setup Members & Permissions in Galleries](#).

[template("cat-subscribe")]