

Kaltura Video Plugin for Jive User Guide

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This guide is intended for users of the Kaltura Video Plugin for Jive.

The following documentation is available for information about Kaltura's Video Plugin for Jive:

- [Kaltura Video Add-On for Jive 9 - Deployment Guide](https://knowledge.kaltura.com/help/kaltura-video-app-for-jive-9-deployment-guide) (<https://knowledge.kaltura.com/help/kaltura-video-app-for-jive-9-deployment-guide>)
- [Kaltura Video Plugin for Jive Setup Guide](#)
- [Kaltura Video Plugin for Jive - Release Notes](https://knowledge.kaltura.com/help/release-notes-for-kaltura-video-plugin-for-jive) (<https://knowledge.kaltura.com/help/release-notes-for-kaltura-video-plugin-for-jive>)

Section 1 [Overview of Kaltura's Video Plugin for Jive](https://knowledge.kaltura.com/help/overview-of-the-kaltura-video-plugin-for-jive) (<https://knowledge.kaltura.com/help/overview-of-the-kaltura-video-plugin-for-jive>)

- [About the Kaltura Tools](https://knowledge.kaltura.com/help/about-the-kaltura-kaf-tools) (<https://knowledge.kaltura.com/help/about-the-kaltura-kaf-tools>)

Section 2 Interacting With Media

- [Access the Kaltura My Media Widget](https://knowledge.kaltura.com/help/access-the-kaltura-my-media-widget) (<https://knowledge.kaltura.com/help/access-the-kaltura-my-media-widget>)
- [My Media - Upload/Add Media](https://knowledge.kaltura.com/help/my-media---uploadadd-media) (<https://knowledge.kaltura.com/help/my-media---uploadadd-media>)
 - [Upload Media From Your Desktop](https://knowledge.kaltura.com/help/uploadadd-media-from-your-desktop) (<https://knowledge.kaltura.com/help/uploadadd-media-from-your-desktop>)
 - [Express Capture](https://knowledge.kaltura.com/help/kaltura-express-capture) (<https://knowledge.kaltura.com/help/kaltura-express-capture>)
 - [Create Media Using Your Webcam Recorder and/or Microphone](https://knowledge.kaltura.com/help/kaltura-express-capture#create) (<https://knowledge.kaltura.com/help/kaltura-express-capture#create>)
 - [Keyboard Shortcuts](https://knowledge.kaltura.com/help/kaltura-express-capture#keyboard_shortcut) (https://knowledge.kaltura.com/help/kaltura-express-capture#keyboard_shortcut)
- [YouTube Entries](https://knowledge.kaltura.com/help/add-media-from-youtube) (<https://knowledge.kaltura.com/help/add-media-from-youtube>)
 - [Add Media From YouTube](https://knowledge.kaltura.com/help/add-media-from-youtube#add) (<https://knowledge.kaltura.com/help/add-media-from-youtube#add>)
 - [Replace a YouTube Link](https://knowledge.kaltura.com/help/add-media-from-youtube#replace) (<https://knowledge.kaltura.com/help/add-media-from-youtube#replace>)
 - [Analytics for YouTube Entries](https://knowledge.kaltura.com/help/add-media-from-youtube#analytics) (<https://knowledge.kaltura.com/help/add-media-from-youtube#analytics>)
- [Kaltura Capture](https://knowledge.kaltura.com/help/kaltura-capture-overview) (<https://knowledge.kaltura.com/help/kaltura-capture-overview>)
 - [Kaltura Capture Workflow](https://knowledge.kaltura.com/help/kaltura-capture-overview#workflow) (<https://knowledge.kaltura.com/help/kaltura-capture-overview#workflow>)
 - [Documentation Guides](https://knowledge.kaltura.com/help/kaltura-capture-overview#documentationguides) (<https://knowledge.kaltura.com/help/kaltura-capture-overview#documentationguides>)
- [Video Quiz](https://knowledge.kaltura.com/help/kaltura-video-quiz) (<https://knowledge.kaltura.com/help/kaltura-video-quiz>)
 - [Searching for Media with Quizzes](https://knowledge.kaltura.com/help/searching-for-media-with-quizzes) (<https://knowledge.kaltura.com/help/searching-for-media-with-quizzes>)
 - [Creating and Editing Video Quizzes](https://knowledge.kaltura.com/help/kaltura-video-editing-tools-quiz-tab) (<https://knowledge.kaltura.com/help/kaltura-video-editing-tools-quiz-tab>)
 - [How to Take a Quiz](https://knowledge.kaltura.com/help/kaltura-video-quizzes---how-to-take-a-quiz) (<https://knowledge.kaltura.com/help/kaltura-video-quizzes---how-to-take-a-quiz>)
 - [Quiz Reporting and Analytics](https://knowledge.kaltura.com/help/quiz-reporting-and-analytics) (<https://knowledge.kaltura.com/help/quiz-reporting-and-analytics>)
- [Viewing Media](https://knowledge.kaltura.com/help/view-media-in-mediaspace) (<https://knowledge.kaltura.com/help/view-media-in-mediaspace>)
- [Refresh My Media](https://knowledge.kaltura.com/help/refresh-media) (<https://knowledge.kaltura.com/help/refresh-media>)
- [Media Comments](#)
 - [Comment On a Media Item](https://knowledge.kaltura.com/help/media-comments#comment) (<https://knowledge.kaltura.com/help/media-comments#comment>)

- [Display Comments](https://knowledge.kaltura.com/help/media-comments#display) (<https://knowledge.kaltura.com/help/media-comments#display>)
- [Reply To a Comment](https://knowledge.kaltura.com/help/media-comments#reply) (<https://knowledge.kaltura.com/help/media-comments#reply>)
- [Delete a Comment](https://knowledge.kaltura.com/help/media-comments#delete) (<https://knowledge.kaltura.com/help/media-comments#delete>)

Section 3 KAF Search Functionality (<https://knowledge.kaltura.com/help/kaf-search-functionality>)

- [How to Read the Media Search Results](https://knowledge.kaltura.com/help/how-to-read-the-media-search-results) (<https://knowledge.kaltura.com/help/how-to-read-the-media-search-results>)
- [Show More](https://knowledge.kaltura.com/help/how-to-read-the-media-search-results#showmore) (<https://knowledge.kaltura.com/help/how-to-read-the-media-search-results#showmore>)
- [Search Filters](https://knowledge.kaltura.com/help/how-to-read-the-media-search-results#searchfilters) (<https://knowledge.kaltura.com/help/how-to-read-the-media-search-results#searchfilters>)
- [Keywords and Filters Logic](https://knowledge.kaltura.com/help/how-to-read-the-media-search-results#keywords) (<https://knowledge.kaltura.com/help/how-to-read-the-media-search-results#keywords>)

Section 4 Managing Your Media

- [Access the Edit Media Page](https://knowledge.kaltura.com/help/managing-media-editing-entries#access) (<https://knowledge.kaltura.com/help/managing-media-editing-entries#access>)
- [Edit Media Metadata](https://knowledge.kaltura.com/help/edit-media-metadata) (<https://knowledge.kaltura.com/help/edit-media-metadata>)
- [Schedule Media](https://knowledge.kaltura.com/help/schedule-media) (<https://knowledge.kaltura.com/help/schedule-media>)
- [Enable Clipping, Disable Comments, and Close Discussion](https://knowledge.kaltura.com/help/enable-clipping-disable-comments-and-close-discussion) (<https://knowledge.kaltura.com/help/enable-clipping-disable-comments-and-close-discussion>)
- [Change Media Owner and Add Collaborator](https://knowledge.kaltura.com/help/change-media-owner-and-add-collaborator) (<https://knowledge.kaltura.com/help/change-media-owner-and-add-collaborator>)
- [Set and Modify Thumbnails](https://knowledge.kaltura.com/help/set-and-modify-thumbnails) (<https://knowledge.kaltura.com/help/set-and-modify-thumbnails>)
- [Download Media](https://knowledge.kaltura.com/help/workflows-bd8d19d-download-media) (<https://knowledge.kaltura.com/help/workflows-bd8d19d-download-media>)
- [Upload and Manage Captions](https://knowledge.kaltura.com/help/upload-and-manage-captions) (<https://knowledge.kaltura.com/help/upload-and-manage-captions>)
- [Add Attachments](https://knowledge.kaltura.com/help/adding-attachments-to-media-in-kaltura-mediaspace-and-kaf-applications) (<https://knowledge.kaltura.com/help/adding-attachments-to-media-in-kaltura-mediaspace-and-kaf-applications>)
- [Manage Chapters and Slides Via the Timeline Tab](https://knowledge.kaltura.com/help/manage-chapters-and-slides) (<https://knowledge.kaltura.com/help/manage-chapters-and-slides>)
- [Replace Media](https://knowledge.kaltura.com/help/replace-media) (<https://knowledge.kaltura.com/help/replace-media>)
- [Customize the Entry Display](https://knowledge.kaltura.com/help/customize-entry-display) (<https://knowledge.kaltura.com/help/customize-entry-display>)
- [Delete the Entry](https://knowledge.kaltura.com/help/delete-entry) (<https://knowledge.kaltura.com/help/delete-entry>)
- [Launch the Editor](https://knowledge.kaltura.com/help/kaltura-video-editing-tools---user-guide) (<https://knowledge.kaltura.com/help/kaltura-video-editing-tools---user-guide>)

Section 5 Entry Level Analytics (<https://knowledge.kaltura.com/help/entry-level-analytics-kms-kaf>)

- [Access Entry Level Analytics](https://knowledge.kaltura.com/help/entry-level-analytics#accessKMS) (<https://knowledge.kaltura.com/help/entry-level-analytics#accessKMS>)
- [Overview](https://knowledge.kaltura.com/help/entry-level-analytics#overview) (<https://knowledge.kaltura.com/help/entry-level-analytics#overview>)
- [Views on Playback](https://knowledge.kaltura.com/help/entry-level-analytics#views_timeline) (https://knowledge.kaltura.com/help/entry-level-analytics#views_timeline)
- [User Engagement](https://knowledge.kaltura.com/help/entry-level-analytics#user_engagement) (https://knowledge.kaltura.com/help/entry-level-analytics#user_engagement)
- [User Engagement Heatmap](https://knowledge.kaltura.com/help/entry-level-analytics#user_engagement_heatmap) (https://knowledge.kaltura.com/help/entry-level-analytics#user_engagement_heatmap)
- [Metrics Over Time](https://knowledge.kaltura.com/help/entry-level-analytics#metrics_over_time) (https://knowledge.kaltura.com/help/entry-level-analytics#metrics_over_time)
- [Engagement Funnel](https://knowledge.kaltura.com/help/entry-level-analytics#engagement_funnel) (https://knowledge.kaltura.com/help/entry-level-analytics#engagement_funnel)
- [Top Countries](https://knowledge.kaltura.com/help/entry-level-analytics#top_countries) (https://knowledge.kaltura.com/help/entry-level-analytics#top_countries)
- [Devices Overview](https://knowledge.kaltura.com/help/entry-level-analytics#devices_overview) (https://knowledge.kaltura.com/help/entry-level-analytics#devices_overview)
- [Top Domains](https://knowledge.kaltura.com/help/entry-level-analytics#top_domains) (https://knowledge.kaltura.com/help/entry-level-analytics#top_domains)

Section 6 Sharing Media (<https://knowledge.kaltura.com/help/sharing-and-embedding-media>)

- [Share a Link to a Media Page](https://knowledge.kaltura.com/help/sharing-and-embedding-media#share) (<https://knowledge.kaltura.com/help/sharing-and-embedding-media#share>)
- [Embed a Media Item](https://knowledge.kaltura.com/help/sharing-and-embedding-media#embed) (<https://knowledge.kaltura.com/help/sharing-and-embedding-media#embed>)

Section 7 Media Gallery (<https://knowledge.kaltura.com/help/my-channels-media-gallery#mediagallery>)

Space and Group managers are the managers of the Media Gallery. As a manager, you can perform actions that other members of the project or group cannot.

These actions include:

- Configuring Media Gallery settings and setting the description and tags for the Media Gallery
- Moderating the content added to the Media Gallery
- Removing content from the Media Gallery
- Curating Media Gallery Playlists
- Reviewing video engagement end-user analytics in the Space / Group

All members can:

- Watch and interact with published content
- Browse and search the Media Gallery
- Add Media (pending the project or group manager's moderation)
- Remove media they have added
- [Add a Kaltura Media Gallery to your Project or Group as a Widget \(available to Managers\)](https://knowledge.kaltura.com/help/add-a-kaltura-media-gallery-to-your-project-or-group-as-a-widget-available-to-managers)
(<https://knowledge.kaltura.com/help/add-a-kaltura-media-gallery-to-your-project-or-group-as-a-widget-available-to-managers>)
- [Add Overview Page in Jive in Case it is Hidden in Your Project or Group](https://knowledge.kaltura.com/help/add-overview-page-in-jive-in-case-it-is-hidden-in-your-project-or-group) (<https://knowledge.kaltura.com/help/add-overview-page-in-jive-in-case-it-is-hidden-in-your-project-or-group>)
- [Add Media Window](https://knowledge.kaltura.com/help/kaltura-media-gallery-add-media-window) (<https://knowledge.kaltura.com/help/kaltura-media-gallery-add-media-window>)
- [Manage a Media Gallery](https://knowledge.kaltura.com/help/managing-a-media-gallery) (<https://knowledge.kaltura.com/help/managing-a-media-gallery>)
- [Creating and Adding Media to a Playlist](https://knowledge.kaltura.com/help/create-and-add-media-to-a-playlist#mediagallery) (<https://knowledge.kaltura.com/help/create-and-add-media-to-a-playlist#mediagallery>)
- [Playlist Details](https://knowledge.kaltura.com/help/playlist-details-page#mediagallery) (<https://knowledge.kaltura.com/help/playlist-details-page#mediagallery>)
- [Managing Playlists](https://knowledge.kaltura.com/help/manage-playlists) (<https://knowledge.kaltura.com/help/manage-playlists>)

Section 8 [Publishing Media](https://knowledge.kaltura.com/help/publishing-media) (<https://knowledge.kaltura.com/help/publishing-media>)

- [Publishing Media from the My Media Page](https://knowledge.kaltura.com/help/publishing-media#mymedia) (<https://knowledge.kaltura.com/help/publishing-media#mymedia>)
- [Publishing Media from the Media Gallery](https://knowledge.kaltura.com/help/publishing-media#mediagallery) (<https://knowledge.kaltura.com/help/publishing-media#mediagallery>)

Section 9 [Channel/Course Analytics](https://knowledge.kaltura.com/help/channel-analytics) (<https://knowledge.kaltura.com/help/channel-analytics>)

Section 10 [Embed Media through Rich-Text Editor](https://knowledge.kaltura.com/help/using-the-kaltura-browse-search-and-embed-bse-feature) (<https://knowledge.kaltura.com/help/using-the-kaltura-browse-search-and-embed-bse-feature>)