Meetingentry module

Last Modified on 01/20/2025 11:26 am IST

 👤 **This article is designated for administrators.**

About

This module enables users to create, publish, and search for Kaltura Meeting Rooms within the site. It requires the **Newrow module** to be enabled.

Configure

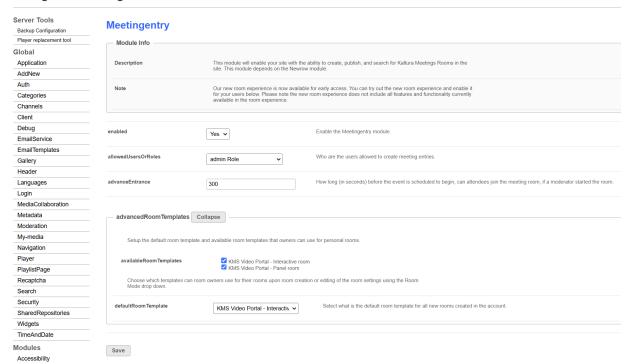1. Go to your Configuration Management console and click on the **Meetingentry** module. You can also navigate directly using a link: https://{your_KMS_URL}/admin/config/tab/meetingentry.

The Meetingentry page displays.

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Module Info

Description	This module will enable your site with the ability to create, publish, and search for Kaltura Meetings Rooms in the site. This module depends on the Newrow module.
Note	Our new room experience is now available for early access. You can try out the new room experience and enable it for your users below. Please note the new room experience does not include all features and functionality currently available in the room experience.

enabled	Yes ⌄	Enable the Meetingentry module.
allowedUsersOrRoles	admin Role ⌄	Who are the users allowed to create meeting entries.
advanceEntrance	300	How long (in seconds) before the event is scheduled to begin, can attendees join the meeting room, if a moderator started the room.

advancedRoomTemplates [Collapse]

Setup the default room template and available room templates that owners can use for personal rooms.

availableRoomTemplates	☑ KMS Video Portal - Interactive room ☑ KMS Video Portal - Panel room	
	Choose which templates can room owners use for their rooms upon room creation or editing of the room settings using the Room Mode drop down.	
defaultRoomTemplate	KMS Video Portal - Interactiv ⌄	Select what is the default room template for all new rooms created in the account.

[Save]

2. Configure the following:

enable - set to 'Yes' to enable the module.

allowedUsersOrRoles - Select who can create a Kaltura Meeting Room. Choose from the following options:

- privtaeOnly Role
- admin Role
- unmoderatedAdmin Role
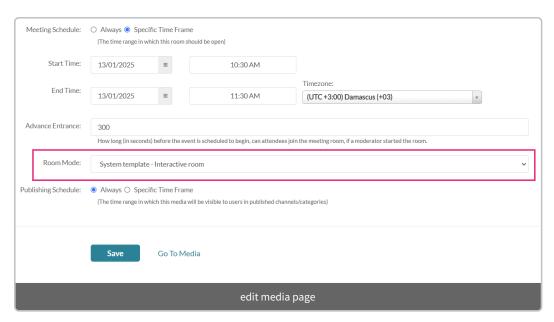- Specified Users / Groups

advancedEntrance - Set the time (in seconds) before the scheduled event start when attendees can join the meeting room, provided a moderator has already started it.

advancedRoomTemplates

Here you can set up the default room template and manage the available room templates that owners can choose from when creating their personal rooms.

availableRoomTemplates - Choose from **System template - Interactive room** or **System template - Panel room.** These are the templates that room owners can use for their rooms during creation or when editing room settings via the **Room Mode** drop-down menu on the **edit media page**, as shown below:

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defaultRoomTemplate - Select the default room template for all new rooms created in the account. Choose from **System template - Interactive room** or **System template - Panel room**.

3. Click **Save**.