


Manage Media Metadata

Last Modified on 04/12/2022 5:28 pm IDT

 This article is designated for all users.

About

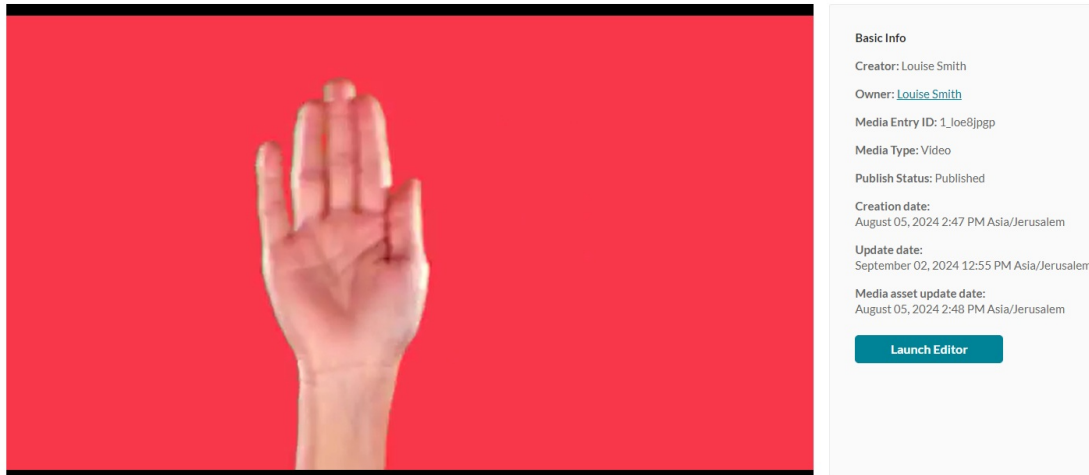
Media metadata refers to the descriptive information associated with a media file, such as an image, video, or audio file. This metadata includes details like the title, author, creation date, file format, duration, resolution, location data, and tags that describe the content. It helps in organizing, searching, and managing media files efficiently by providing essential context and information about the file.

 The [Metadata module](#) must be enabled for this feature to work.

Add or edit metadata

1. Access the [Edit media page](#).

Demo



Basic Info	
Creator:	Louise Smith
Owner:	Louise Smith
Media Entry ID:	1_loe8jggp
Media Type:	Video
Publish Status:	Published
Creation date:	August 05, 2024 2:47 PM Asia/Jerusalem
Update date:	September 02, 2024 12:55 PM Asia/Jerusalem
Media asset update date:	August 05, 2024 2:48 PM Asia/Jerusalem


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Registration [Chat](#)

Name:
(Required)

The **Details** tab displays by default.



00:12 / 00:12

Details Languages Publish Options Collaboration Thumbnails Presenters Downloads Distribution Captions Attachments Timeline

Registration Chat

Name: (Required)

Description: **Black** **Bold** *Italic* Underline [List Icons] [Link Icon] [Image Icon]

Tags:

Click to add required metadata for shared repository

Department Name:

Department Division:

Date Established:

2. Fill in or modify the various metadata fields:

- **Name** - A name for your media item (required).
- **Description** - A description for your media item. Use the buttons above the text box to format the description text.
- **Tags*** - Tags to identify your media item. For ease of use and to encourage tag consistency, as you type, suggestions are displayed based on tags already used in this account.

Registration

Name: (Required) REINO de LEONES #1_MANADA en CONFLICTO

 Description: **Black** **Bold** *Italic* Underline [List Icons] [Link Icon] [Image Icon]

Enter Description...

 Tags:

- 36 h 10 km 45 grados 3 km 40 % 2 h 45 amenazados 1 min 1 % 2 kg 30 km 130 kg 5 km
- ¿ ¿sobrevivirán ¿ trifulca familiar ¿ fauna salvaría viene aquí ¿ [noise]eva echa ¿ [music]permitiendo
- [noise]poder verlos así ¿ [music]según anochece ¿ [music]mecanismos ¿ ¿ves hacia dónde miran ¿ [music]ahora mismo
- [music]normalmente ¿ [music]siguiendo ¿ [music]deben registrar cada paso ¿ [music][noise] ¿ [music]ahora ¿ [noise]aquí
- 36 horas ¿ [music]greys ¿ [music]puede ¿ [noise]¿ ¿ [music]cref ¿ 80kilómetros ¿ 60 kilómetros ¿ 11
- botta mosca cori silone ¿ suter messana poetica mache texte imamenterritorial hollywood ¿ vision lorina jena ¿ immerde la schon
- neuekido suri ¿ geroi castillo masse ¿ safia comer lames de los ¿ socorroriolockvogel schon mal ¿ messe debora code
- de mao neu drei ¿ andreasunionlas matematik laubla la lala ¿ leonlasmassive grande ¿ la cason perfektladina caere
- presa lava vene largo de la venez ¿ bill loaf fara unna ¿ sitis maske leone siebenextremen ¿ gigant deso macho besaß
- reform primitiv protektorlehrer maman ¿ diallo radio differentialfinde di minut kurieren idee

Department Name: Please enter 3 or more characters


Department Division: Select a value

Date Established:

3. Click **Save**.

* Tags are useful for the following:

- Searching - You can search by metadata (tags) in the global search to find specific content.
- Related media (works specifically only with tags). Any media that has an identical tag to the current one viewed, is displayed in the related bar on the right.

 Depending on how your account is configured, there could be additional metadata fields, some of which may be required for publishing.