

# Replace Media

Last Modified on 02/01/2022 1:34 pm IST

 This article is designated for all users.

## About

You can replace video entries while keeping the entry's metadata, URL, and analytics intact. However, time-based metadata may need manual adjustment if it becomes out of sync with the new media. If the video is published in a moderated channel/category, it will be unpublished and moved to pending moderation. Otherwise, it will remain published.

## Prerequisite

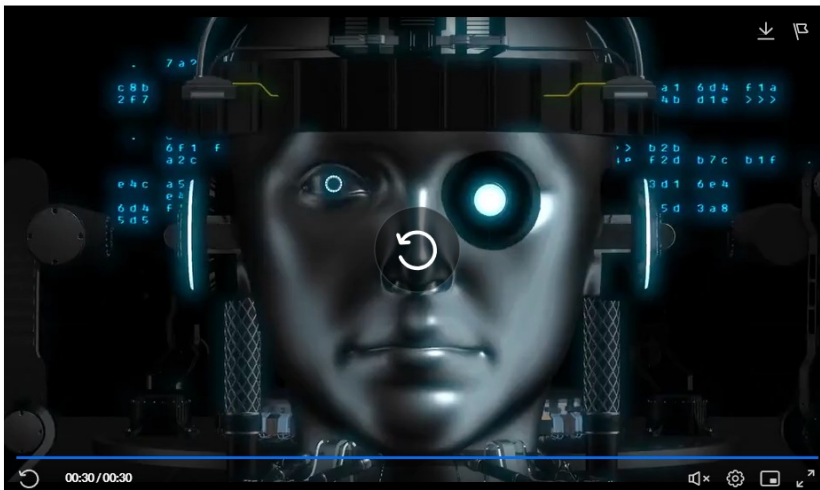
Make sure to enable and configure the [Replacemedia module](#).

## Access the Replace Media page



1. Access the [Edit Media Page](#).
2. Click on the **Replace Media** tab.

[← Back to Media Page](#)

AI & Robotics



### Basic Info

Creator: Louise   
Owner: Louise   
Media Entry ID: 1\_m3tfrdfr  
Media Type: Video  
Publish Status: Published  
Creation date:  
April 15, 2024 2:00 PM Asia/Jerusalem  
Update date:  
April 22, 2024 12:41 PM Asia/Jerusalem  
Media asset update date:  
April 15, 2024 2:01 PM Asia/Jerusalem

Select Editor 

[Details](#) [Languages](#) [Publish](#) [Options](#) [Collaboration](#) [Thumbnails](#) [Presenters](#) [Downloads](#) [Distribution](#) [Captions](#) [Attachments](#) [Timeline](#) **Replace Media** [Display](#)


Name:  
(Required)

The Replace Media page displays.

All common video formats in all resolutions are accepted.  
Note that media published to a moderated channel, will be removed from all of this channel's playlists. In addition, the media will move to the gallery's or channel's moderation tab unless you have a manager permission on the category.

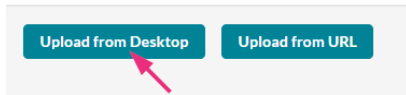
[Upload from Desktop](#) [Upload from URL](#)

### 3. Click **Upload from Desktop** or **Upload from URL**.

 All common video formats in all resolutions are accepted. Note that media published to a moderated channel will be removed from all of this channel's playlists. In addition, the media will move to the gallery's or channel's moderation tab unless you have a manager permission on the category.

## Upload from desktop

### 1. Click Upload from desktop.



### 2. Select the desired file from your computer.

### 3. Click **Open**.

Once the file has uploaded a success message displays: **Upload completed!**

Continue to replace the media.

A warning message also displays: *All current flavors will be replaced upon replacement approval. Any time-based metadata won't be synced with the new content.*

All common video formats in all resolutions are accepted.  
Note that media published to a moderated channel, will be removed from all of this channel's playlists. In addition, the media will move to the gallery's or channel's moderation tab unless you have a manager permission on the category.

Clip of AI and robotics (Source).mp4

100% of 2174KB

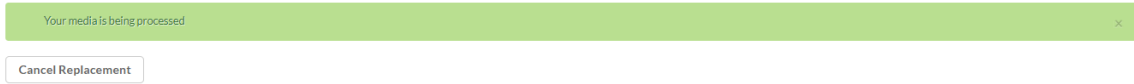
Upload Completed! Continue to replace the media.

All current flavors will be replaced upon replacement approval. Any time based metadata won't be synced with the new content

[Cancel Replacement](#) [Approve Replacement](#)

### 4. Click **Approve Replacement** to continue.

A message displays: *Your media is being processed.*



During this time, you can click **Cancel Replacement** if you want to stop the process.

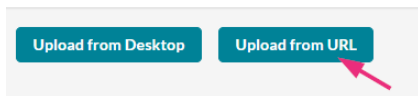
Once the media has been replaced, a success message displays: *Your media was successfully replaced and unpublished from any moderated gallery/channel.*



5. Click **Cancel Replacement** to complete the process. Click **Replace Again** to return to the Replace Media page.

## Upload from URL

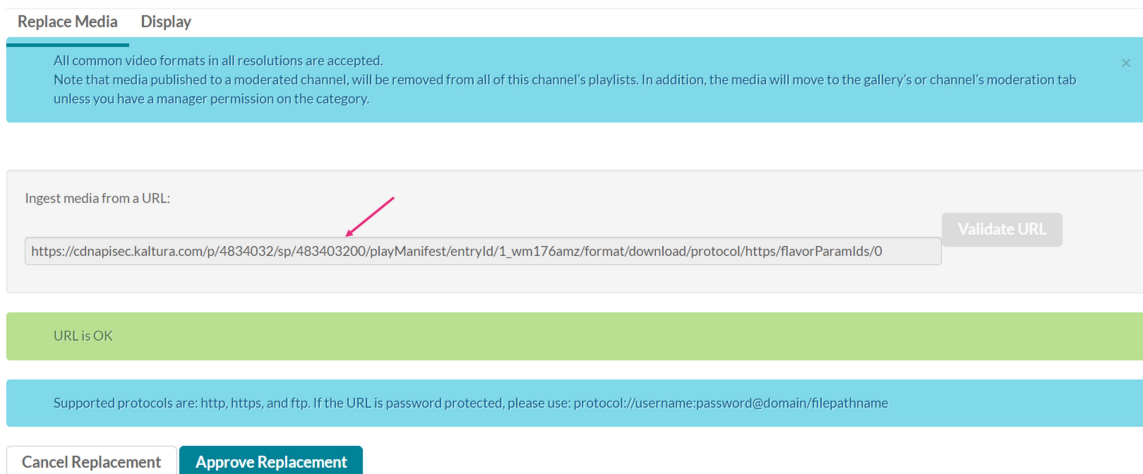
1. Click Upload from URL.



2. Type a valid URL in the "Ingest media from a the URL" field.



Below is an example of a valid link:



Example of Google Drive link:

**Replace Media**   **Display**

All common video formats in all resolutions are accepted.  
Note that media published to a moderated channel, will be removed from all of this channel's playlists. In addition, the media will move to the gallery's or channel's moderation tab unless you have a manager permission on the category. ✕

Ingest media from a URL:

Validate URL


URL is OK

Supported protocols are: http, https, and ftp. If the URL is password protected, please use: protocol://username:password@domain/filepathname

Cancel Replacement   Approve Replacement

✔ Notes for google drive file sharing:  
If the file is restricted an error will occur.  
To allow access to file go to:  
Google drive file > 3 dots icon > Share > Anyone with the link can view

**General access**

 **Anyone with the link** ▼      **Viewer** ▼

Anyone on the internet with the link can view

3. Click **Validate URL**. If the URL is not validated, you'll receive notification.
4. After the upload is complete, click **Approve Replacement** to approve or **Cancel Replacement** to cancel.