

# Access and work in the Media Gallery

Last Modified on 04/10/2024 1:35 am IDT

 This article is designated for all users.

## Overview

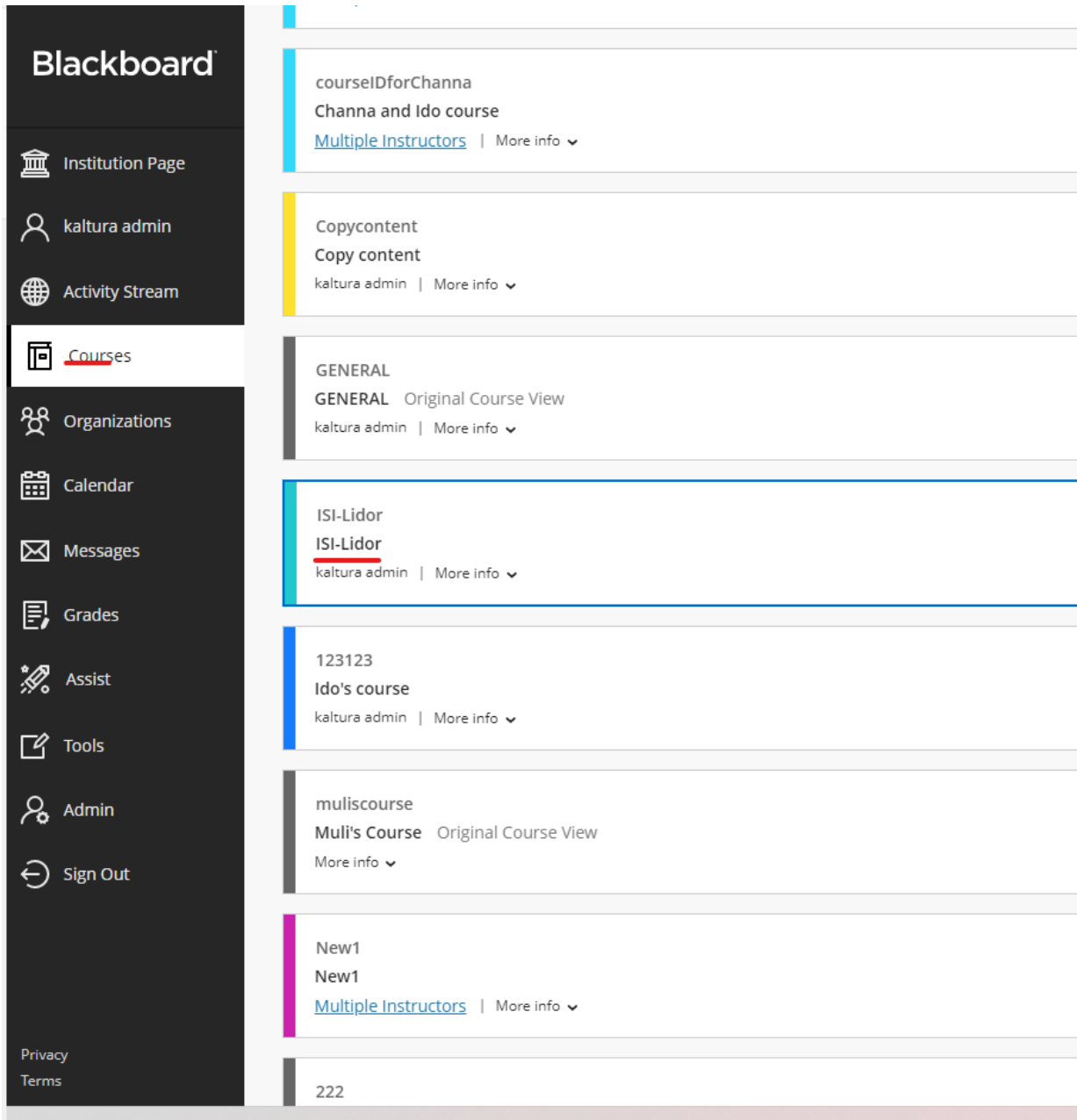
The Media Gallery is a repository of videos for a particular course that is visible to all instructors and students within the course.

Users may contribute new media items to the Media Gallery or add media items (publish) from [My Media](#)/other Media Gallery/[Shared Repository](#) based on the user's entitlements.

This article describes how to work in Media Gallery in Blackboard Ultra.

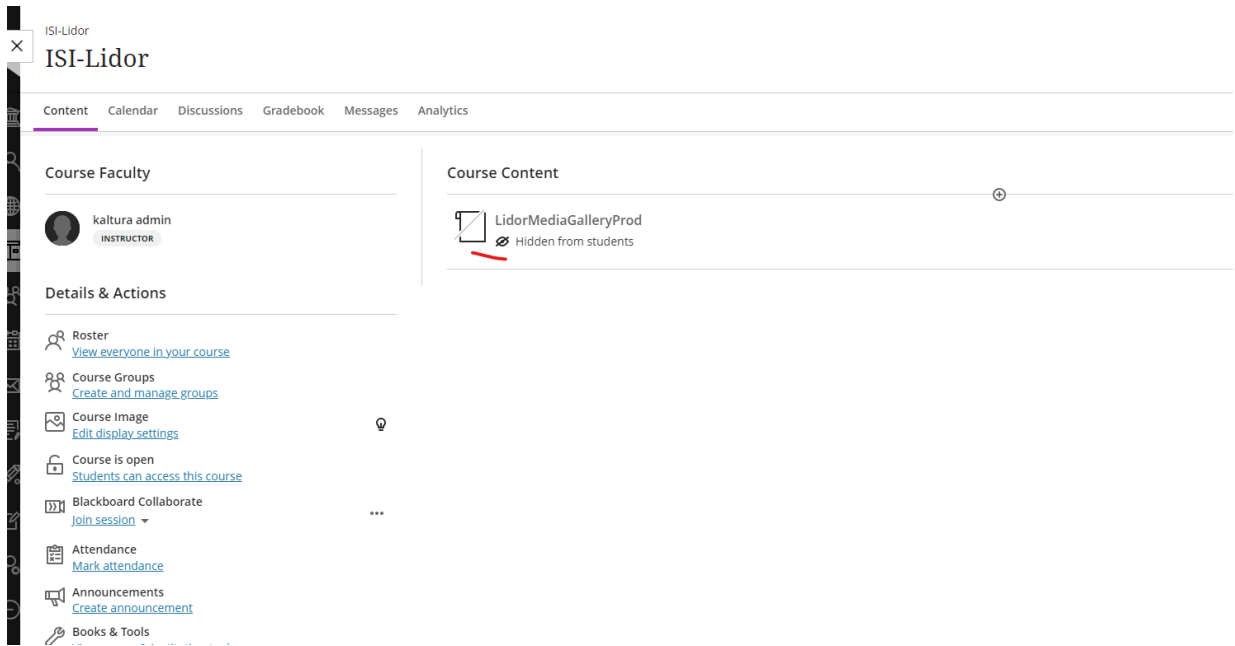
## Access the Media Gallery

1. Choose your course.

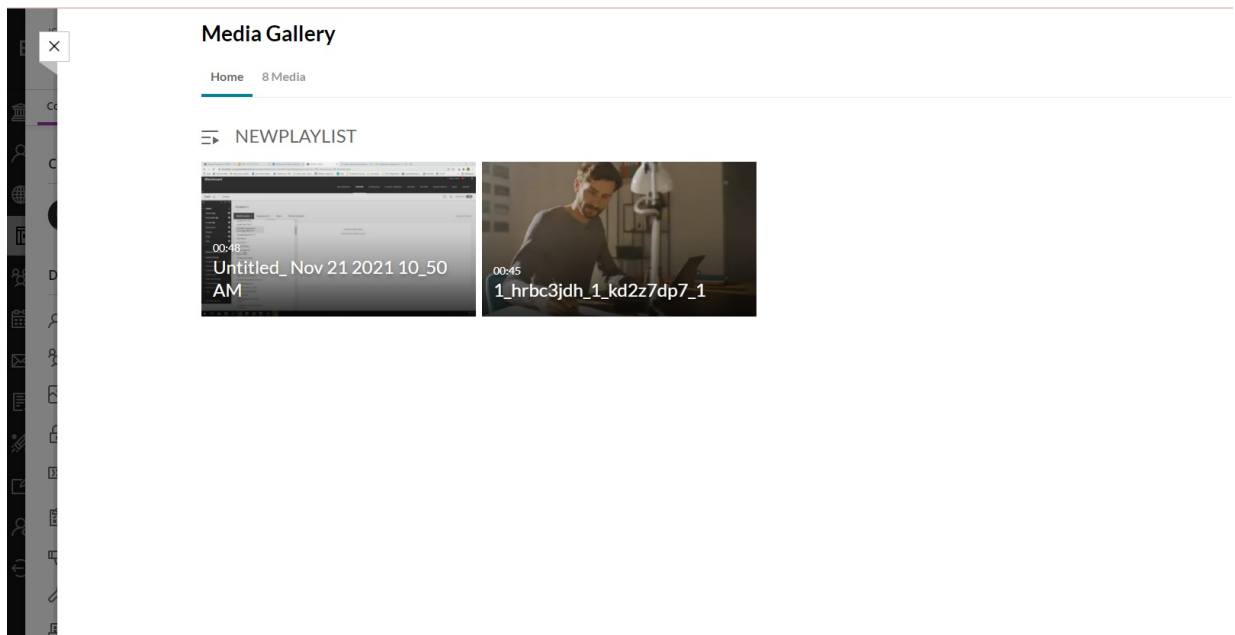


The screenshot shows the Blackboard interface. On the left is a dark sidebar with the 'Blackboard' logo at the top. Below it are navigation links: 'Institution Page', 'kaltura admin', 'Activity Stream', 'Courses' (highlighted in white), 'Organizations', 'Calendar', 'Messages', 'Grades', 'Assist', 'Tools', 'Admin', and 'Sign Out'. At the bottom of the sidebar are 'Privacy' and 'Terms' links. The main content area on the right displays a list of course items, each with a colored vertical bar on the left. The items are: 'courseIDforChanna' (blue bar) with subtext 'Channa and Ido course' and a link 'Multiple Instructors'; 'Copycontent' (yellow bar) with subtext 'Copy content'; 'GENERAL' (grey bar) with subtext 'GENERAL Original Course View'; 'ISI-Lidor' (blue bar) with subtext 'ISI-Lidor'; '123123' (blue bar) with subtext 'Ido's course'; 'muliscourse' (grey bar) with subtext 'Muli's Course Original Course View'; 'New1' (purple bar) with subtext 'New1' and a link 'Multiple Instructors'; and '222' (grey bar).

The course page displays showing available course content.



2. Click on the Media Gallery. The Media Gallery is displayed.



## Home Tab

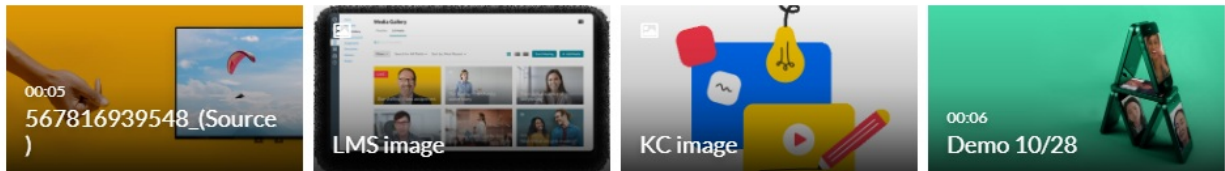
The Home tab is displayed as the first tab when playlists are available in the Media Gallery. Media Gallery Managers can create playlists to curate, organize, and categorize displayed featured content in their course. To learn more, see [Create and Add Media to a Playlist](#) and [Manage Playlists](#).

## Media Gallery

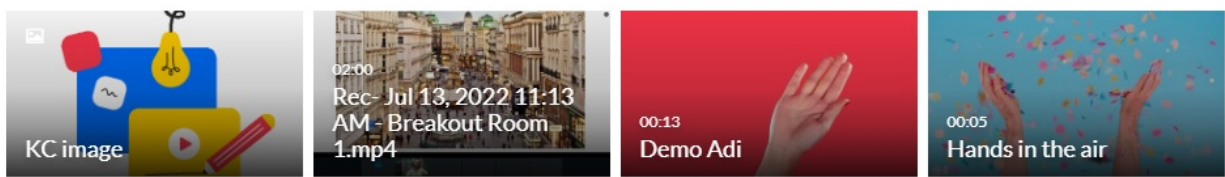
Start Meeting

Home **35 Media**

### DEMO PLAYLIST 11/29/22



### DEMO ADI PLAYLIST



## Media Tab

The Media tab displays the media items published in the course Media Gallery.

## Media Gallery

Start Meeting

Home **35 Media**

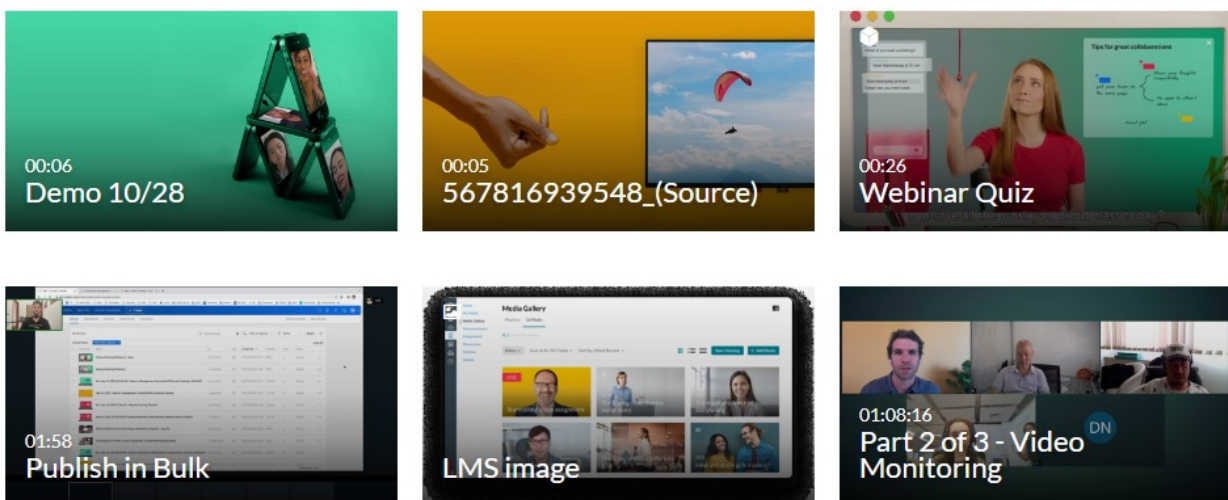
Search this gallery

Filters >



+ Add Media

Search In: All Fields Sort By: Creation Date - Descending

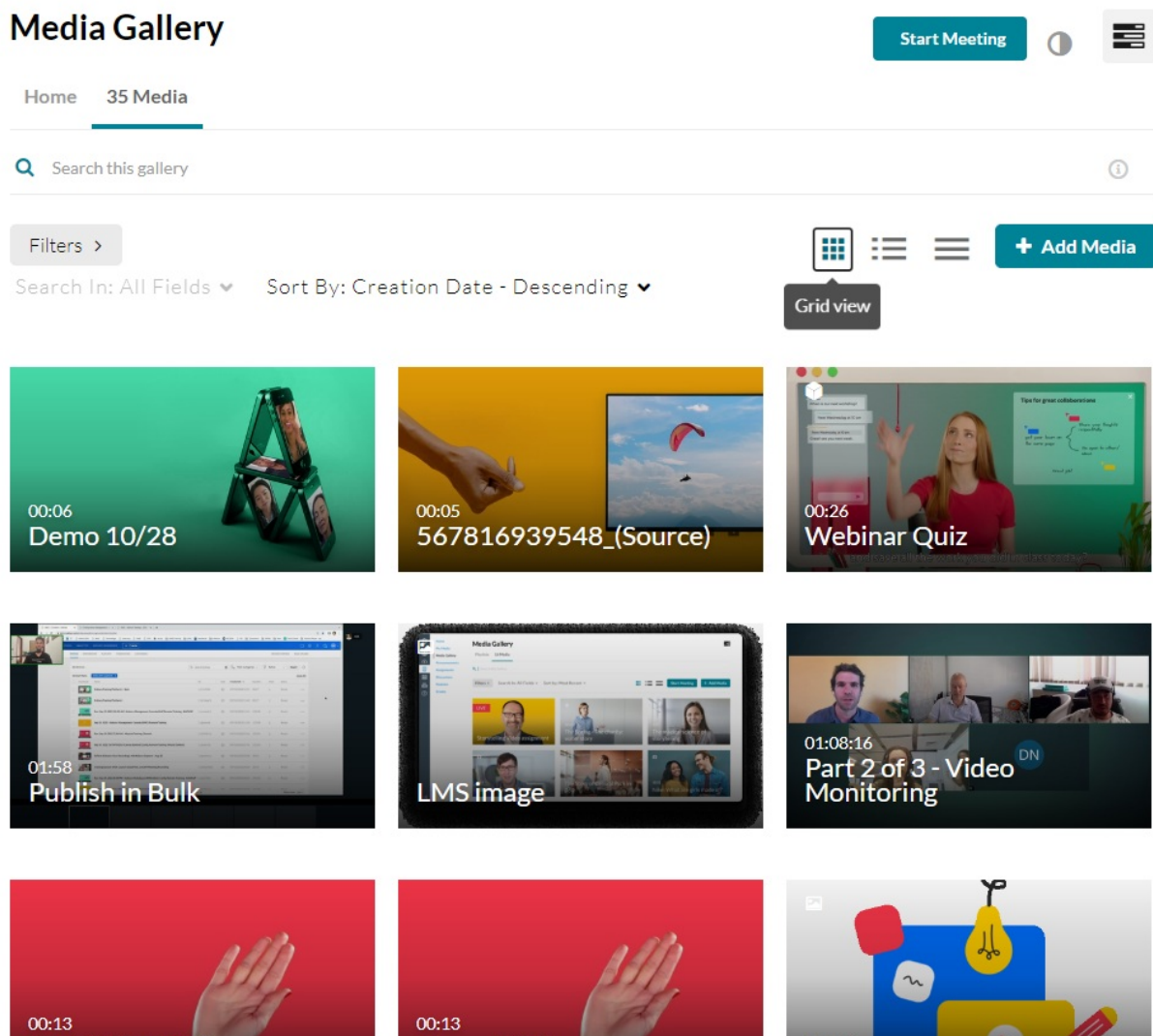


## Set Your Media Display

Content in the Media Gallery Media tab may be displayed in one of three ways - Grid, Detailed, or Collapsed view. You may change this display by clicking one of the three buttons below:



### Grid View (Default)



**Media Gallery** Start Meeting ⓘ ☰

Home **35 Media**

🔍 Search this gallery ⓘ

Filters > ☰ ☰ ☰ + Add Media

Search In: All Fields ▾ Sort By: Creation Date - Descending ▾ **Grid view**

- 00:06 Demo 10/28
- 00:05 567816939548\_(Source)
- 00:26 Webinar Quiz
- 01:58 Publish in Bulk
- LMS image
- 01:08:16 Part 2 of 3 - Video Monitoring
- 00:13
- 00:13

### Detailed View

## Media Gallery

[Start Meeting](#)

Home **35 Media**

Search this gallery



Filters >

Search In: All Fields ▾

Sort By: Creation Date - Descending ▾



Detailed view

+ Add Media



### Demo 10/28

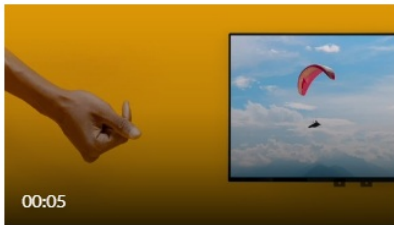
This is my demo video



00:06

From Instructor October 28, 2022

♥ 0    💬 0



### 567816939548\_(Source)

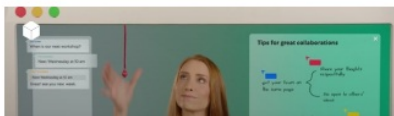
this is demo



00:05

From Customer Training October 11, 2022

♥ 0    💬 0



### Webinar Quiz

Good Luck!



## Collapsed View

## Media Gallery

[Start Meeting](#) ⓘ ⌵

Home **35 Media**

🔍 Search this gallery ⓘ

Filters >

Search In: All Fields ▾ Sort By: Creation Date - Descending ▾

⌵ ⌵ ⌵ [+ Add Media](#)  
Collapsed view

### Demo 10/28

From Instructor October 28, 2022



### 567816939548\_(Source)

From Customer Training October 11, 2022



### Webinar Quiz

From Customer Training October 11, 2022



## Manage Media

To learn more about managing your media, please see [Manage Media](#).