

Edit a channel

Last Modified on 02/05/2025 10:12 am IST

 This article is designated for all users.

About

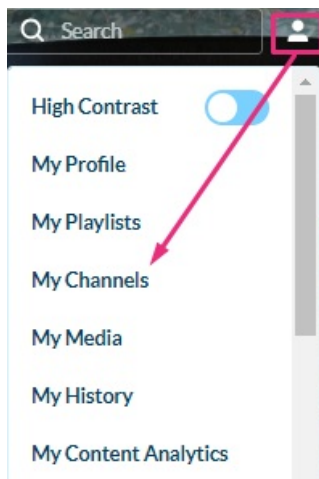
Enhance your channel's layout, appearance, and functionality with Kaltura's versatile editing features. Craft a professional and engaging [channel page](#) effortlessly, showcasing your desired content in your preferred style. Customize playlists, choose CTAs, and adjust layouts to captivate your audience effectively. With our flexible editing options, you can create a tailored viewing experience that resonates with your viewers.



The following instructions depend on having the [Theming module](#) enabled.

Access the edit page

1. From the user menu, select **My Channels**.



The **My Channels** page displays.

2. Click on the pencil icon on the thumbnail of the channel you want to edit.

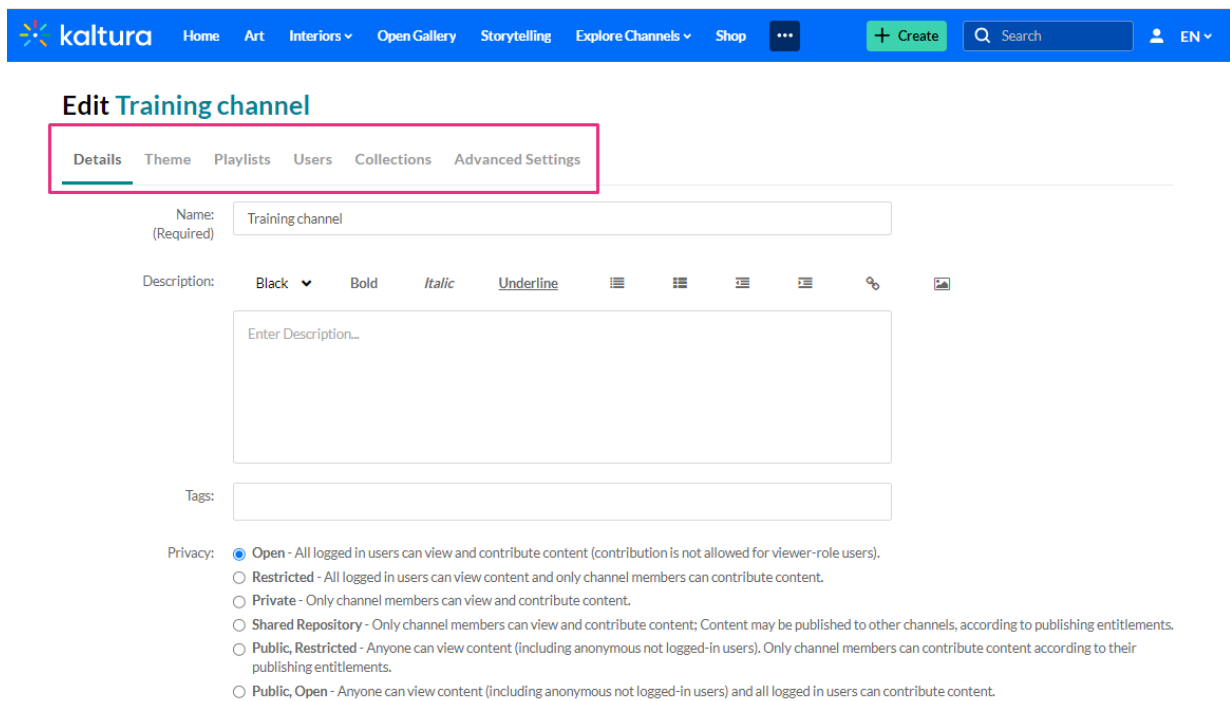
My Channels

Search For Channels

Filters > Sort By: Media Count ▾



The **Edit** page opens on the Details tab by default.



Edit Training channel

Details Theme Playlists Users Collections Advanced Settings

Name: (Required)

Description: **Black** **Bold** *Italic* Underline [List Icons]

Tags:

Privacy: **Open** - All logged in users can view and contribute content (contribution is not allowed for viewer-role users).
 Restricted - All logged in users can view content and only channel members can contribute content.
 Private - Only channel members can view and contribute content.
 Shared Repository - Only channel members can view and contribute content; Content may be published to other channels, according to publishing entitlements.
 Public, Restricted - Anyone can view content (including anonymous not logged-in users). Only channel members can contribute content according to their publishing entitlements.
 Public, Open - Anyone can view content (including anonymous not logged-in users) and all logged in users can contribute content.

You have a few options for configuring your channel under the following tabs:

Details tab

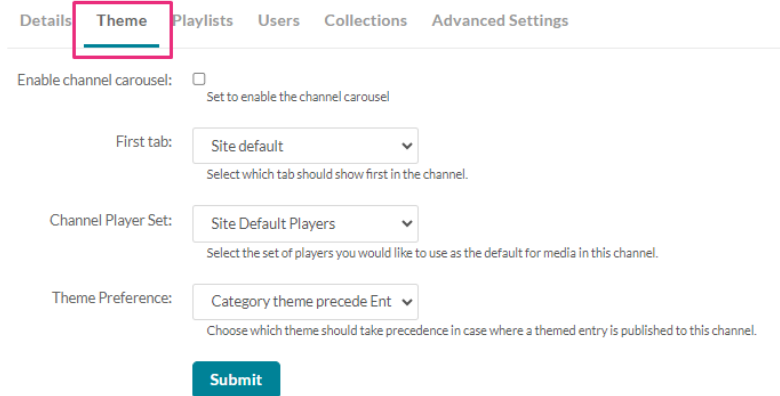
Under the **Details** tab, enter / edit values for:

- **Name**
- **Description**
- **Tags**
- **Privacy Settings**
- **Options**

For more information about the details tab, see [Create a channel](#).

Theme tab

In the Theme tab, you can activate the channel carousel to showcase playlists, select the default player for entries in the channel, and set a theme preference for entries published to the channel.



Details **Theme** Playlists Users Collections Advanced Settings

Enable channel carousel: Set to enable the channel carousel


First tab: Site default
Select which tab should show first in the channel.

Channel Player Set: Site Default Players
Select the set of players you would like to use as the default for media in this channel.

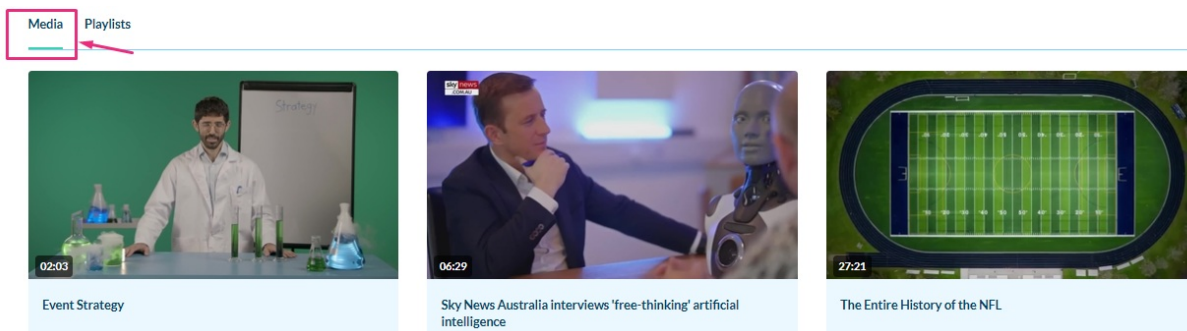
Theme Preference: Category theme precede Ent
Choose which theme should take precedence in case where a themed entry is published to this channel.

Submit

- **Enable channel carousel** - Select to enable the channel carousel. When selected, the channel carousel playlist is displayed.
- **Channel carousel playlist** - Choose a playlist from My Playlists or Channel Playlists (Note that if you choose My Playlist, only content in the channel is displayed on the carousel.)

 The carousel feature isn't currently available in the new [Theming Feature Set](#).

- **First tab** - Select which tab should be displayed first in the channel. (The image below shows the Media tab as the first in the channel.)



- **Channel Player Set** - Select the set of players you want to use as the default for entries in this channel. Player sets are preconfigured by your KMS admin.

- **Theme Preference** - Choose which theme should take precedence if a themed entry is published to this channel. To learn more about a themed entry, please see [Entrydesign](#).

Playlists tab

This tab displays the channel's playlists.

+ Create Channel Playlist

Title	Type	Description	Entries	Actions
# Outdoor Sports	Manual		3	
# Action Sports	Manual		4	

There are a few options for managing your playlists:

- Click **+Create Channel Playlist** to make a new playlist. See our article [Create a channel playlist](#) for more information.
- Click the dots and drag to change the order of your playlists.




- Click the pencil icon to edit your playlist. For information, read our article [Edit playlist details](#).
- Click the trash can icon to delete a playlist.
- Click the `</>` icon to embed a playlist. For information, read our article [Embed a playlist](#).

Users tab


If you are the channel manager or owner, you can add users to the channel as well as view and edit permissions.

Details Theme Playlists **Users** Collections Advanced Settings

View All Permissions ▾ 1 User  [+ Add Users](#)


User/Group Name	User/Group ID	Permission	Subscribed	Actions
Louise Szmoisz	louise.szmoisz@kaltura.com	Manager	No	You, Owner




Edit user permissions

1. Click the pencil icon in the **Actions** column next to the user.
A drop-down list appears in the **Permission** column.
2. Choose the permission type from the drop-down.
3. Click the save icon  to save your changes.

Edit Action Channel

Details Theme Playlists **Users** Collections Advanced Settings

View All Permissions ▾ 2 Users  [+ Add Users](#)

User/Group Name	User/Group ID	Permission	Subscribed	Actions
Louise	louise.szmoisz@kaltura.com	Manager	Yes	You, Owner
Tal Binder	tal.binder@kaltura.com	Moderator	No	  

[Back to Channel](#)

Add users

1. Click **+Add Users**.
2. In the **Add Users** window, start typing a user or group name to display user names/group names and select a user/group to add.

Add Users

Select permissions:

Member

Contributor

Moderator


Manager

Cancel
Add

3. Under **Select permissions**, select the user's permission:
 - o **Member** - View channel content only.
 - o **Contributor** - View channel content and add media to the channel.
 - o **Moderator** - View channel content, add media to the channel, and moderate channel content
 - o **Manager** - View channel content, add media to the channel, moderate channel content, and manage the channel (delegate managerial rights to additional users). Please note: A Manager cannot edit/modify media metadata inside the channel.
4. Click **Add** to add the selected user with the specified permission.
5. Click **Save** to apply your changes.

i Some users may be listed as **"Not a member"**. This means they are channel subscribers who have opted to receive email updates about the channel but do not hold an assigned role (Member, Contributor, Moderator, or Manager). Subscribers can still access content if the channel is open, but they do not have editing or management permissions.

Delete users

1. In the list, locate the user you want to delete.
2. In the same row, go to the **Actions** column and click the remove icon  .

User/Group Name	User/Group ID	Permission	Actions
Knowledge Center	knowledge@kaltura.com	Manager	  
Tal Binder	tal.binder@kaltura.com	Moderator	  

The user is removed.

Set a user as owner

1. Locate the user you want to assign ownership to on the list.
2. In the same row, go to the **Actions** column and click the key icon.

User/Group Name	User/Group ID	Permission	Actions
Knowledge Center	knowledge@kaltura.com	Manager	  
Tal Binder	tal.binder@kaltura.com	Moderator	  
Louise	louise.szmoisz@kaltura.com	Manager	You, Owner

If there is already an owner assigned, a warning message will display: 'Only one owner can be assigned. This change will make the selected user/group the new owner and you will be set as a manager for this category. Would you like to proceed?'

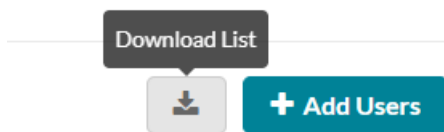
Set Owner

Only one owner can be assigned. This change will make the selected user/group the new owner and you will be set as a manager for this category. Would you like to proceed?

No

3. Click 'Yes' to proceed (or 'No' to cancel).

To download a CSV list of channel users, click the **Download List** button.



Collections tab

Associate your channel to one or more channel collections, as well as associate filtering values for searchability. Read more about it in our article [Add channels to a channel collection](#).

- Collections:
- Marketing
 - Sales
 - Training updates

The Channels Collection page **Sales** allows to filter by **Date**. Select a value for this channel:

- Date:
- December
 - January
 - February

The Channels Collection page **Training updates** allows to filter by **Sessions**. Select a value for this channel:

- Sessions:
- Beginner
 - Intermediate
 - Advanced

Submit



Before you begin adding channels to a channel collection, your administrator needs to configure the [channelcollections module](#) with the channel collections and filtering options.

Advanced Settings tab

The Advanced Settings tab offers a range of customization options to enhance the presentation and functionality of their channels. From selecting layouts and view modes to adding CTAs and uploading images, this tab empowers channel owners to personalize their channels to better engage their audience and align with their branding strategies.

banner image

Upload banner image

Upload an image to replace the channel's banner. Use 1600x900px image (png/jpg) for best results.

Icon Entry ID

1_78ngf6uc

Enter an image entry ID to display as the channel's icon. Use 400x400px image (jpg) for best results.

Banner Video ID

Select a video to display on the channel's header by entering the entry ID of the video. For best results, use a video with an aspect ratio of 16:9. Media of type Quiz is not supported.

View Mode

Select the channel view mode.

- Detailed
- Grid

Channel Layout

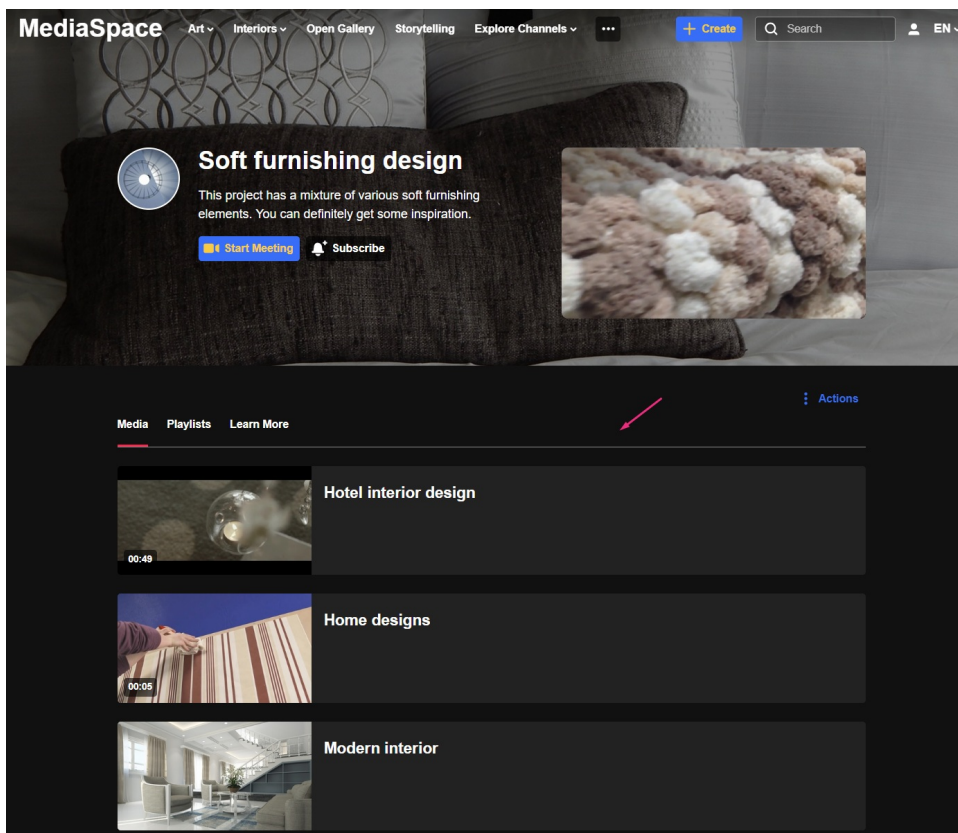
Choose the layout of your channel: Select 'Tabs' to display the channel elements (Sessions, Media, Playlists, About) in tabs. Select 'Vertical' to show the channel elements one above the other, allowing navigation between the elements with a scroll.

- Tabs
- Vertical

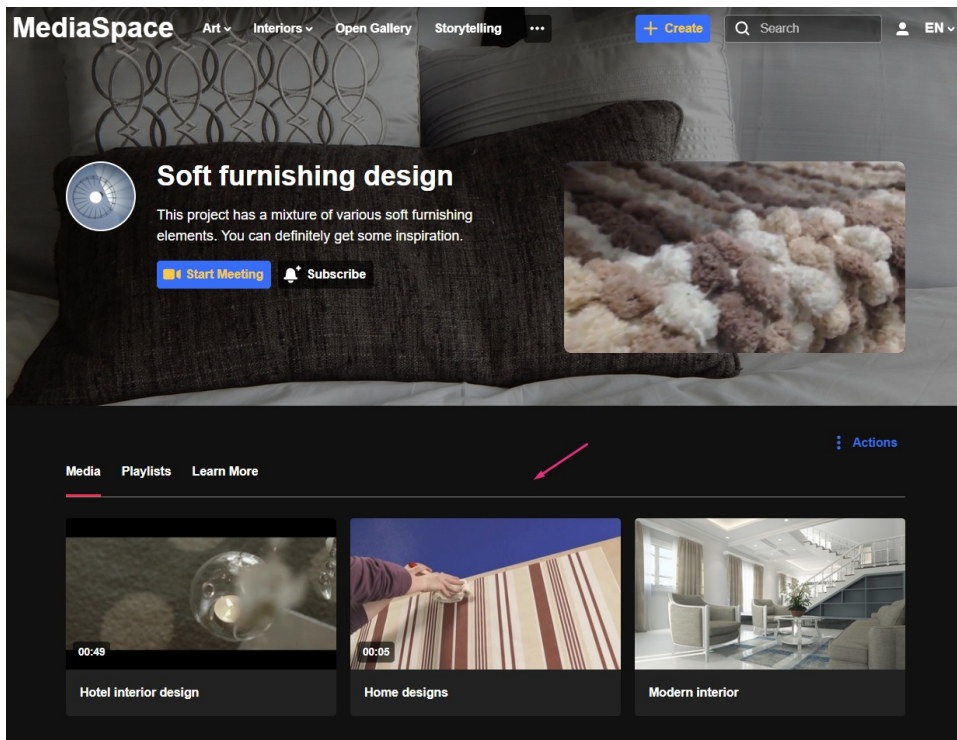
Watch the video below to learn more about customizing your channel's appearance.

There are a few options to choose from:

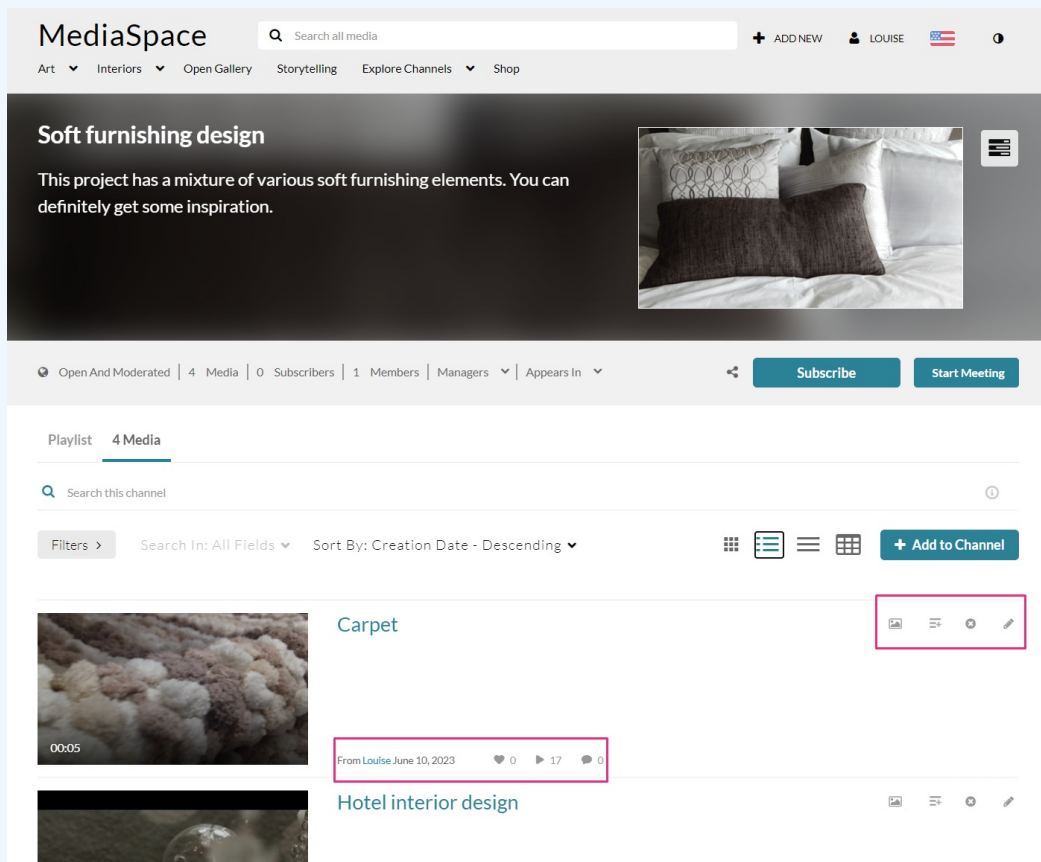
- **Upload banner image** - Upload a banner image for your channel's main page.
- **Icon Entry ID** - Enter an image entry ID to display as the channel's icon. You can find the image ID in the image's details in My Media or in KMC.
- **Banner Video ID** - Add a video as an intro to your channel to highlight special content or anything you like.
- **View Mode** - Select the channel view mode:
 - **Detailed** - as shown below



- **Grid** - as shown below



Please note, the action buttons as shown below in the basic UI are not yet available in the Theming.



- **Channel Layout** - Choose the layout of channels in the application:
 - 'Tabs' to display the channel elements (Sessions, Content, Playlists, About) in tabs.
 - 'Vertical' to show the channel elements one above the other, allowing navigation between the elements with a scroll.
- **Links/CTA** - Select which CTA buttons/links to show. Between the 'Meeting', 'Chat', and 2 CTA buttons, only the first 3 will display on large screens, and only 2 in smaller screens. (Order by priority from top to bottom - 'Meeting', 'Chat', CTA1, CTA2). To display a custom link:
 - check the box next to 'Display a custom link' button.
 - enter the name that will be displayed on the button.
 - enter the HTML link you want users to be navigated to (links will open in a new tab)
- **Sections** - Select which sections (Sessions, Playlists, Media, About) to show on the channel page. Note that the Sessions and Playlist sections will automatically be hidden if no content is available in either.
- **Default Tab** - Select which section tab will show up first on the channel page. Note that if the Sessions or Playlists tabs are selected as the default tab but contain no content, the next section available will show instead.
- **Channel Rank** - Enter a name or label which can be used to identify the channel.

And finally, don't forget to click **Save**.
