

Create a channel playlist in Video Portal

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 This article is designated for all users.

About

Playlists help you organize and highlight content on your channel.

You must have permissions to create playlists.



- The [Channelplaylists](#) module must be enabled.
- Existing playlists may not be added to a channel playlist.
- Kaltura Video Quizzes can only be added to a playlist in applications where the main playlist player is set to a **v7 player**.

These instructions apply to the **legacy Video Portal**. If you're using the new Video Portal with Theming, see the [Content Hubs category](#).

Watch the video below for quick and easy steps, or following the instructions below.

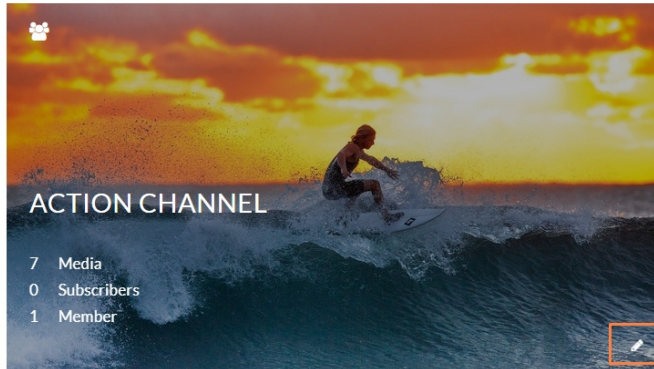
Create from the channel's edit page

1. From the user menu, select **My Channels**.
2. On the **My Channels** page, select the pencil icon of a channel you want to add a playlist to. You can also click the channel thumbnail, and from the Actions menu choose **Configure**.

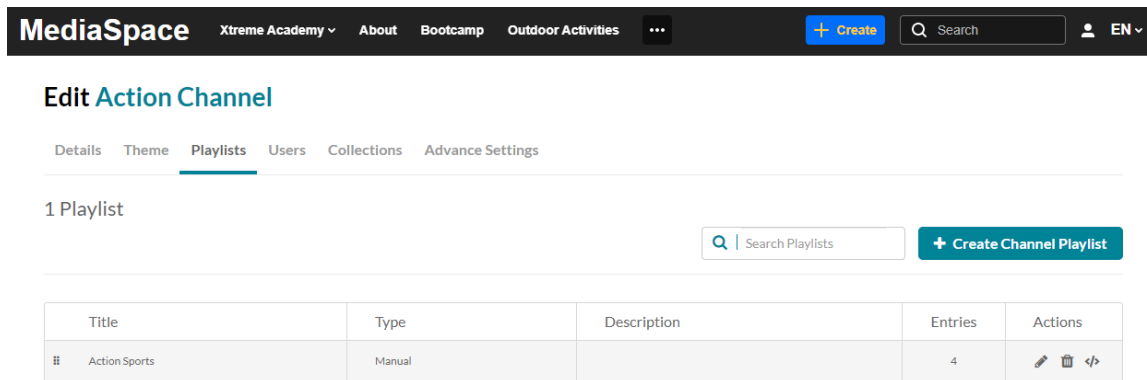
My Channels

Search For Channels

Filters > Sort By: Media Count ▾



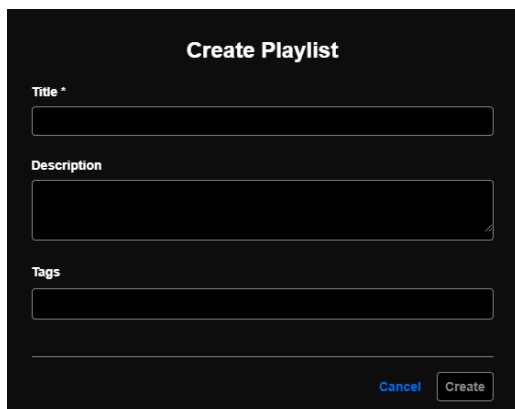
3. The channel's **Edit** page displays.



4. Select the **Playlists** tab.

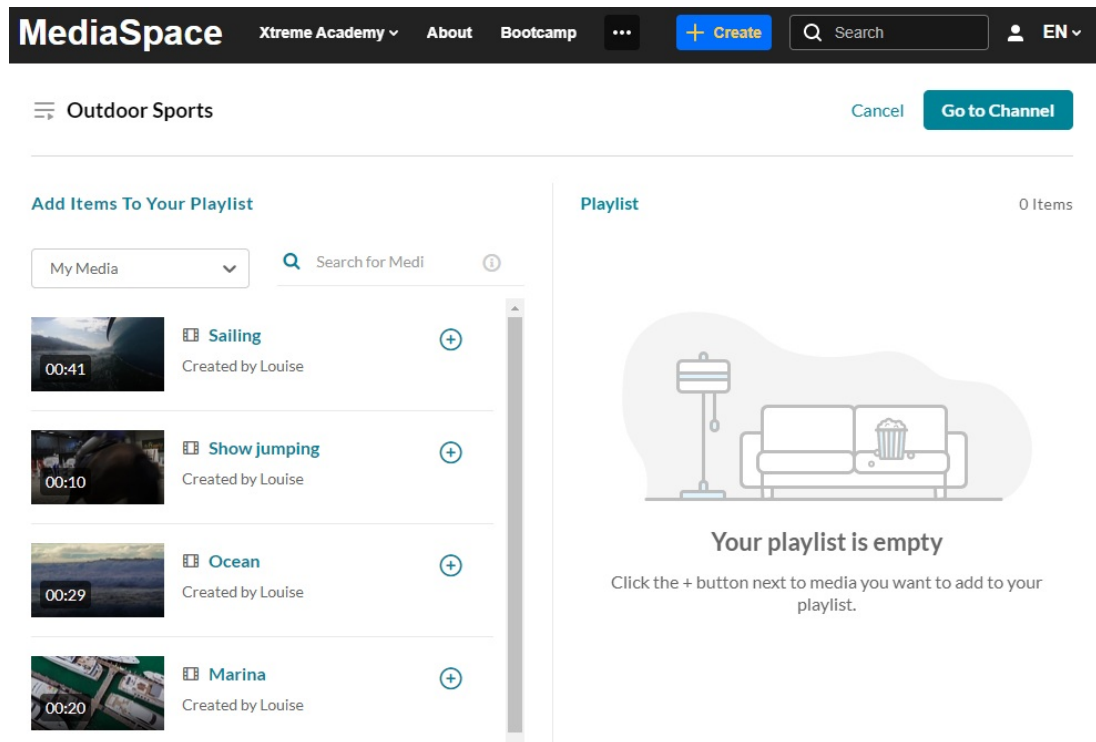
5. Click **+ Create Channel Playlist**.

The **Create Playlist** window opens.

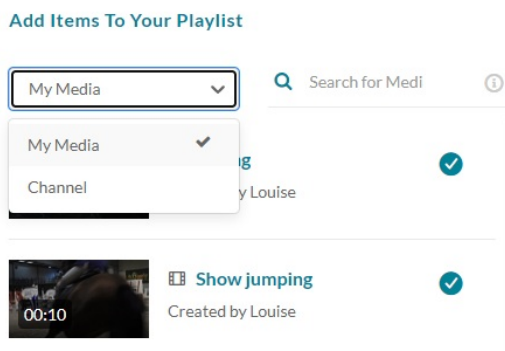


- Type a title (required), description, and tags for the playlist.
- Click **Create**.

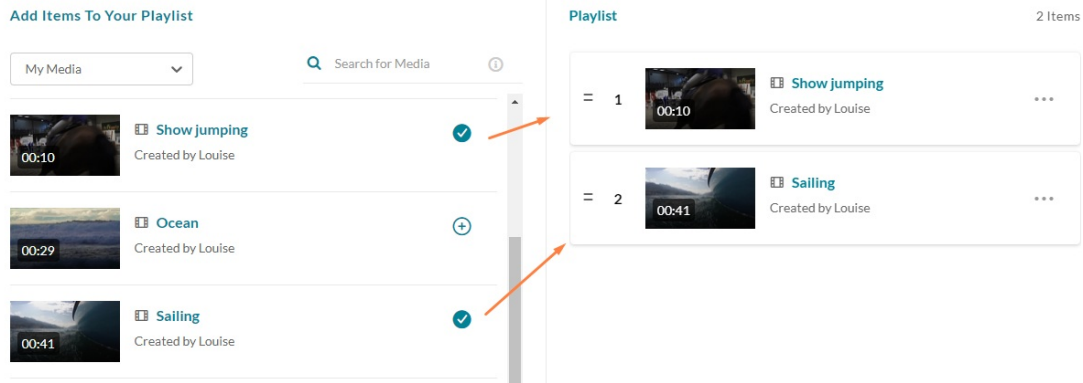
The **Add Items To Your Playlist** window displays.



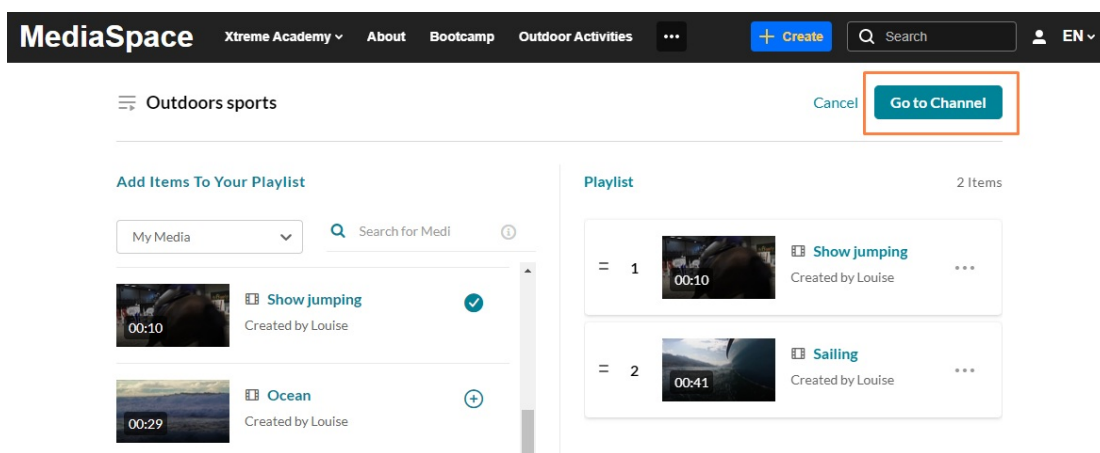
- From the drop-down, select **My Media** or **Channel** ('Channel' shows media that is already in the channel). Optional: type search criteria in the search field.






- Click the **+** button(s) next to the items you want to add to your playlist. Items selected display a check mark. If you change your mind, just click the check mark to remove the item.



10. Click **Go to Channel**.

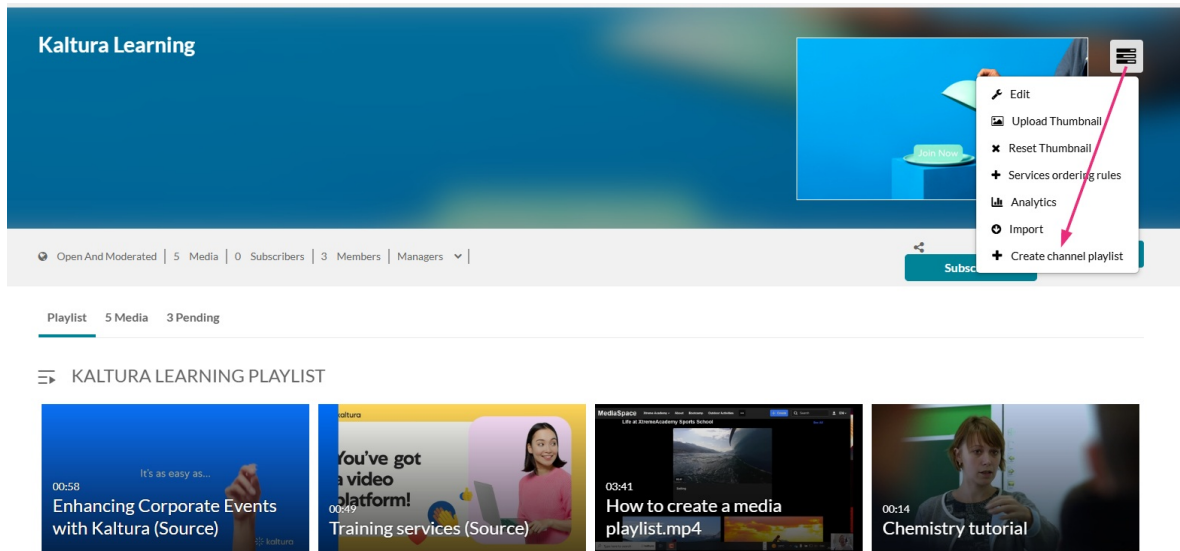


11. The channel playlist was successfully created. Open the **Playlists** tab to see your new playlist.

Title	Type	Description	Entries	Actions
Outdoor Sports	Manual		4	  

Create from the channel page

1. From the user menu, select **My Channels**.
2. On the **My Channels** page, click on a thumbnail of a channel you want to add a playlist to.
The [channel](#) page displays.
3. Select **Create channel playlist** from the Actions menu.



4. Follow steps 4 - 10 [above](#).