kaltura

Documententry

> 🔒 **This article is designated for administrators.**

Uploading a document entry serves various purposes, such as providing event details, instructions, or supplementary materials to enrich the hosted media. Media owners can upload and view documents in formats like pdf, doc, docx, ppt, pptx, xls, xlsx, csv, and txt.

> ⚠ You must have the Theming module with the **mediapage** feature enabled when using the document entry feature.

1. Go to your KMS or KAF admin page, and navigate to the Documententry module. Your link should look like this: https://{your_KMS_URL}/admin/config/tab/documententry.

Modules / entry Types

Audioentry
Documententry
Draftentry
Imageentry
~~Liveentry~~
Quiz
Youtube

The Documententry window opens.

Documententry

Search

Module Info

description	Enabling this module will allow users to upload and view documents of the following types: pdf, doc, docx, ppt, pptx, xls, xlsx, csv, txt
Note	Depends on the Theming module.

enabled	Yes ▾	Enable the Documententry module.
DocDownload	Yes ▾	Documents download is enabled by default to all newly uploaded documents, however media owners can disable download for each specific document from the edit media page. Once "Disabled" is selected, all downloading of documents is disabled regardless of media owners decision.

Save

2. Configure the following:

enabled - Set to 'Yes'.

![Kaltura logo]

DocDownload - Set to 'Yes' if you want users to download the documents.

> ⚠ By default, downloading is enabled for all documents, and media owners can disable download for individual documents from the 'edit media' page. Once '**DocDownload** ' is disabled, document downloading is universally disabled. However, it's important to note that <u>even if the administrator has removed the download button, a user can always download a document from the <u>viewing application</u></u> as this is outside Kaltura's control.

The image below shows a PowerPoint document with downloading enabled.

Participate in a Virtual Classroom experience   👍 0   ⬇ Download   ↗ Share   ···
By Louise Szmoisz • October 22, 2023

Same document with downloading disabled.

[template("cat-subscribe")]