

## Entry details page

Last Modified on 10/01/2024 5:17 pm IDT

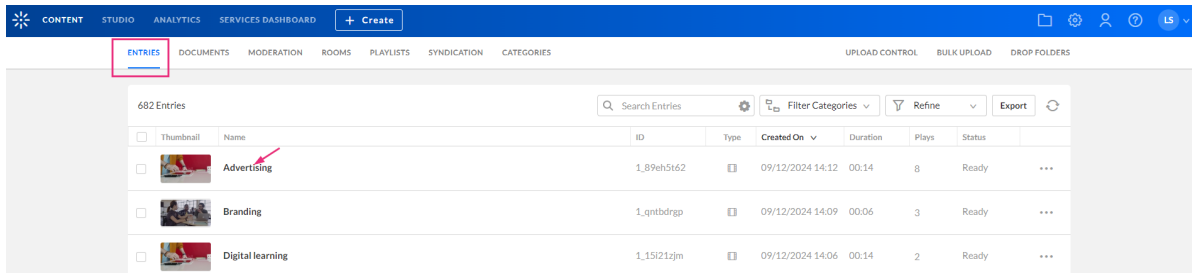
 This article is designated for administrators.




### About

The **entry details page** is your go-to hub for managing media assets. From customizing thumbnails to controlling access and scheduling, managing transcoding flavors, handling distribution and Live Streams, uploading captions and related files, editing video clips, adding advertisements, to managing user roles and permissions, it's all conveniently accessible in one place.

### Access the entry details page

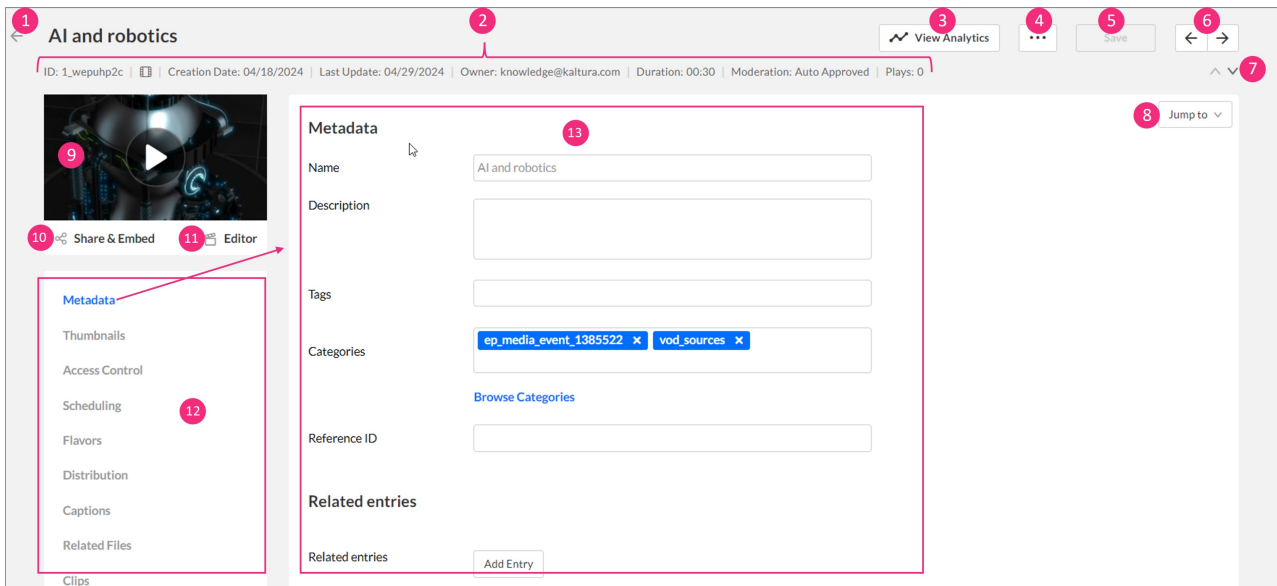
1. To access the **entry details page**, simply log into your Kaltura Management Console.  
The **Entries** page displays as the first page by default.
2. Click on the desired entry's title or thumbnail.



Thumbnail	Name	ID	Type	Created On	Duration	Plays	Status	
	Advertising	1_8PehSt62	📺	09/12/2024 14:12	00:14	8	Ready	...
	Branding	1_qntbdrgp	📺	09/12/2024 14:09	00:06	3	Ready	...
	Digital learning	1_15i21zjm	📺	09/12/2024 14:06	00:14	2	Ready	...

The entry details page displays.

### Entry details page overview



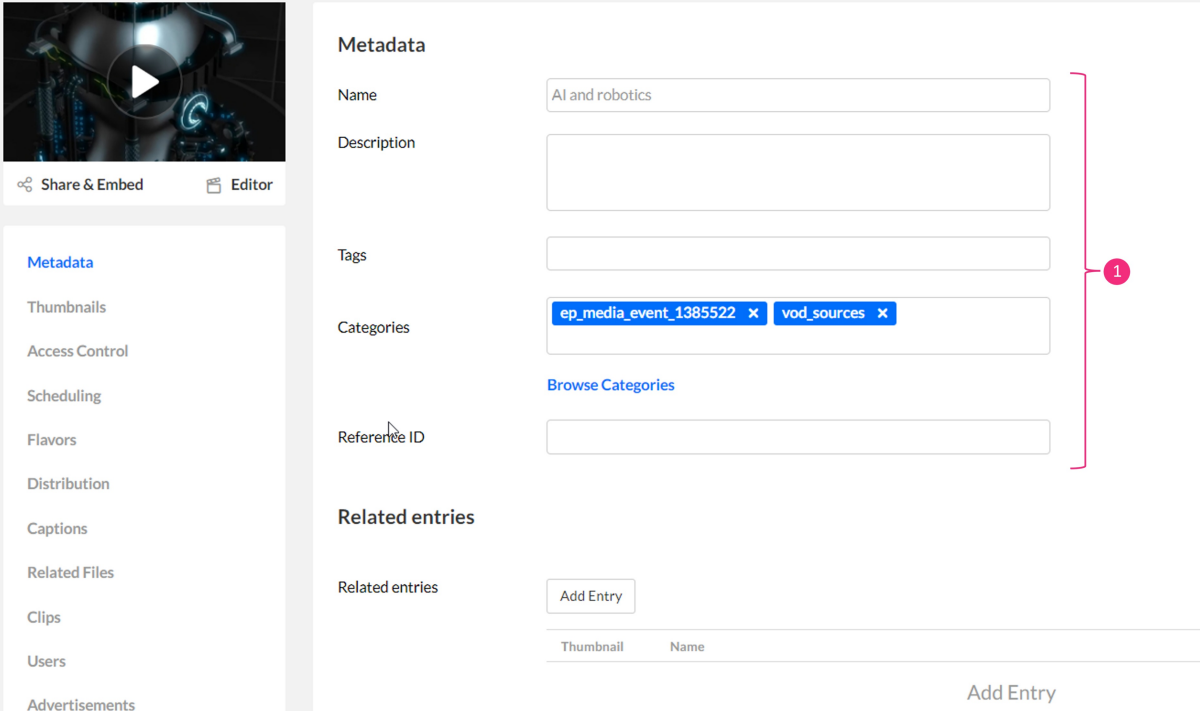
- **Back arrow (1)** - Click to return to the [Entries](#) page.
- **Entry details (2)** - These are the details that display vary according to the type of media you select:
  - Entry Id
  - Creation Date
  - Last Update
  - Owner
  - Duration
  - Moderation Status
  - Plays
- **'View Analytics' button (3)** - Click to access the entry analytics dashboard. To learn more, visit our article [Entry Level Analytics](#).
- **Three dots menu (4)** - Click to access Download, [Share & Embed](#), [Launch Editor](#) and Delete functions.
- **'Save' button (5)** - Click to save any changes (the button is disabled until data is modified).
- **Navigation arrows (6)** - Use to navigate to the next or previous entry.
- **Navigation arrow (7)** - Use to navigate the entry details.
- **'Jump to' drop-down menu (8)** - Choose a section of the page to jump to.
- **Entry thumbnail (9)** - This is the default thumbnail of the media (videos will also have a play button for previewing).
- **'Share & Embed' function (10)** - Click to access the Share & Embed page. For more information, visit our article [Share and Embed Media](#).
- **Editor (11)** - Click to launch Kaltura's Video Editor. For more information, check out our article [Kaltura Video Editing Tools - Editor tab](#).

- **Editing tabs (12)** - These are tabs that display according to the type of media you selected.
- **Tab fields (13)** - This is the information that displays according to the tab you're on.

## Metadata

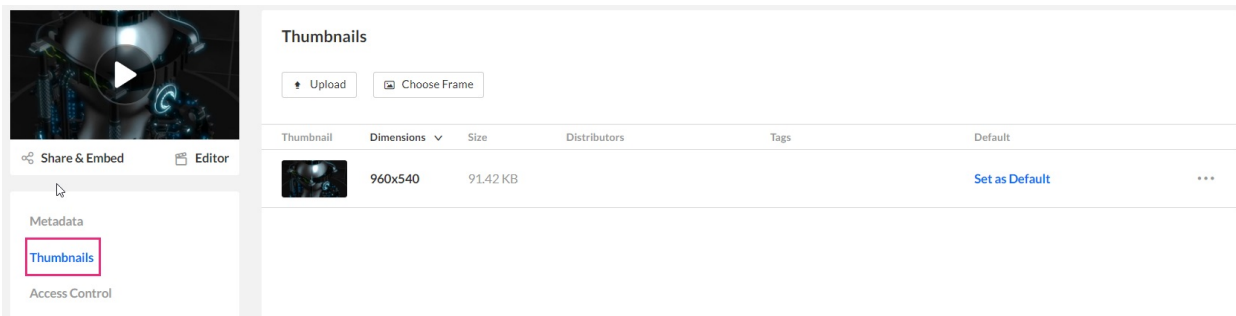
Entry Metadata fields are used to tag, manage, search and expose content. You can populate out-of-the-box fields (1) or create your own custom metadata schema. Kaltura provides extensive asset management and metadata capabilities. Each media entry has a list of predefined metadata fields including: Name, Description, Tags, Categories, Thumbnails, Duration, Views, and other fields. See [Custom Data](#) for more information.

Everything below the out-of-the-box fields (1) relates to custom metadata schemas and whether you have configured them as [searchable](#). See [Create a Custom Metadata Schema](#) for more information.



## Thumbnails

Use to upload thumbnails, grab a thumbnail from video, crop thumbnails and select a default thumbnail. You can generate thumbnails from videos or upload external images.



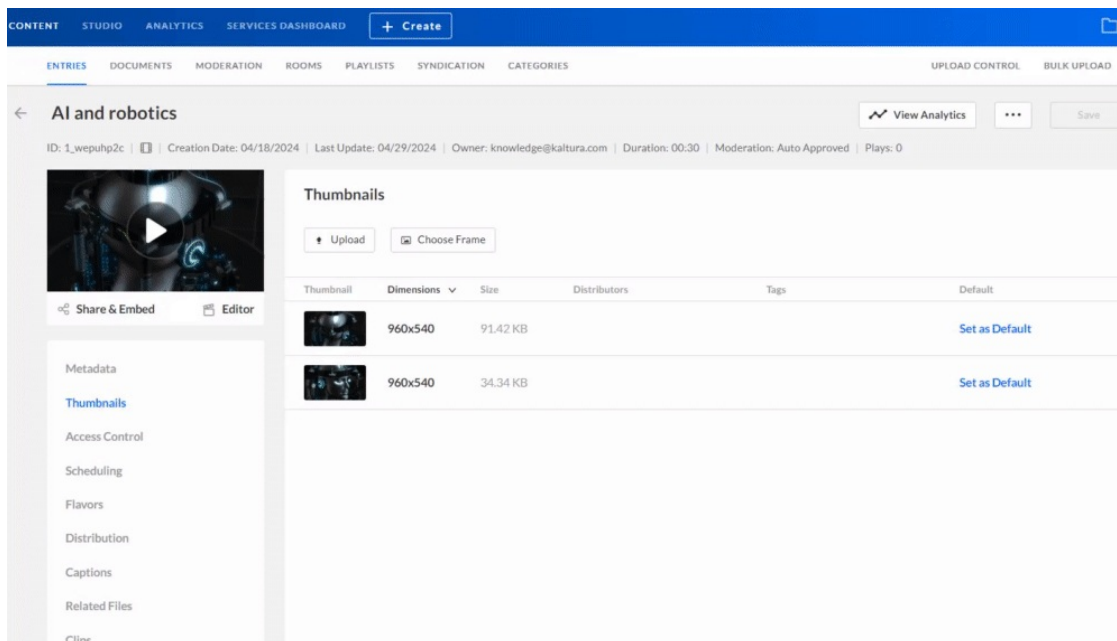
## Choosing a thumbnail for your video

By default, a thumbnail is generated from the video's first frames. You can choose a new thumbnail by selecting any frame from the video or uploading an image from your computer. You can assign multiple thumbnails of varying qualities to your video.

### Upload

1. Click **Upload**.
2. Locate the desired image on your computer.
3. Click **Open**.

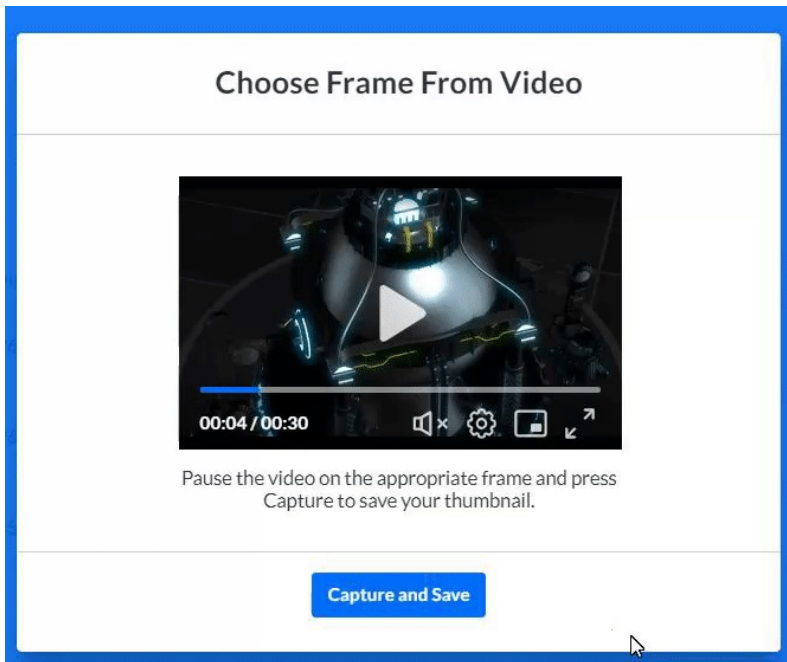
The image is added to the list of thumbnails.



### Choose Frame

1. Click **Choose Frame**.  
The Choose Frame From Video window opens.
2. Click the play button to play the video.
3. Pause the video on the appropriate frame and press **Capture and Save** to save your thumbnail.

A thumbnail will be captured from the highest quality video flavor.







Click **Set as Default** on the thumbnail you want to use for the entry. The default thumbnail displays in the entries list.

Click on the **three dots menu** to the right of a thumbnail to **Download, Preview** or **Delete** the thumbnail.






### Thumbnails


[Upload](#) [Choose Frame](#)


Thumbnail	Dimensions	Size	Distributors	Tags	Default	
	960x540	91.42 KB			<a href="#">Set as Default</a>	...
	960x540	34.34 KB			<a href="#">Set as Default</a>	...
	960x540	34.19 KB			<a href="#">Set as Default</a>	...
	458x462	7.97 KB			<a href="#">Set as Default</a>	...

Download  
Preview  
Delete

You can't delete the default thumbnail directly. First, set another thumbnail as default, then delete the previous one.

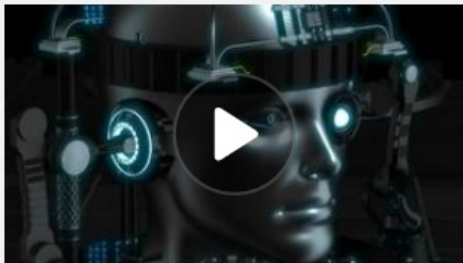
Thumbnail	Dimensions	Size	Distributors	Tags	Default	
	960x540	91.42 KB			<a href="#">Set as Default</a>	...
	960x540	34.34 KB		default_thumb	Default Thumbnail	... 
	960x540	34.19 KB			<a href="#">Set as Default</a>	
	458x462	7.97 KB			<a href="#">Set as Default</a>	...

- Download
- Preview
- Delete 

 If you have a distribution profile that requires a specific thumbnail dimension (you may have one or multiple distribution profiles) they will display as empty. You are required to provide a suitable thumbnail with the requested dimension to use for the distribution profile.

## Access Control

Use this tab to assign an access control profile to the entry. Visit our article [Access Control](#) to learn how to create and assign an access control profile.



[Share & Embed](#) [Editor](#)

- Metadata
- Thumbnails
- Access Control**
- Scheduling
- Flavors
- Distribution

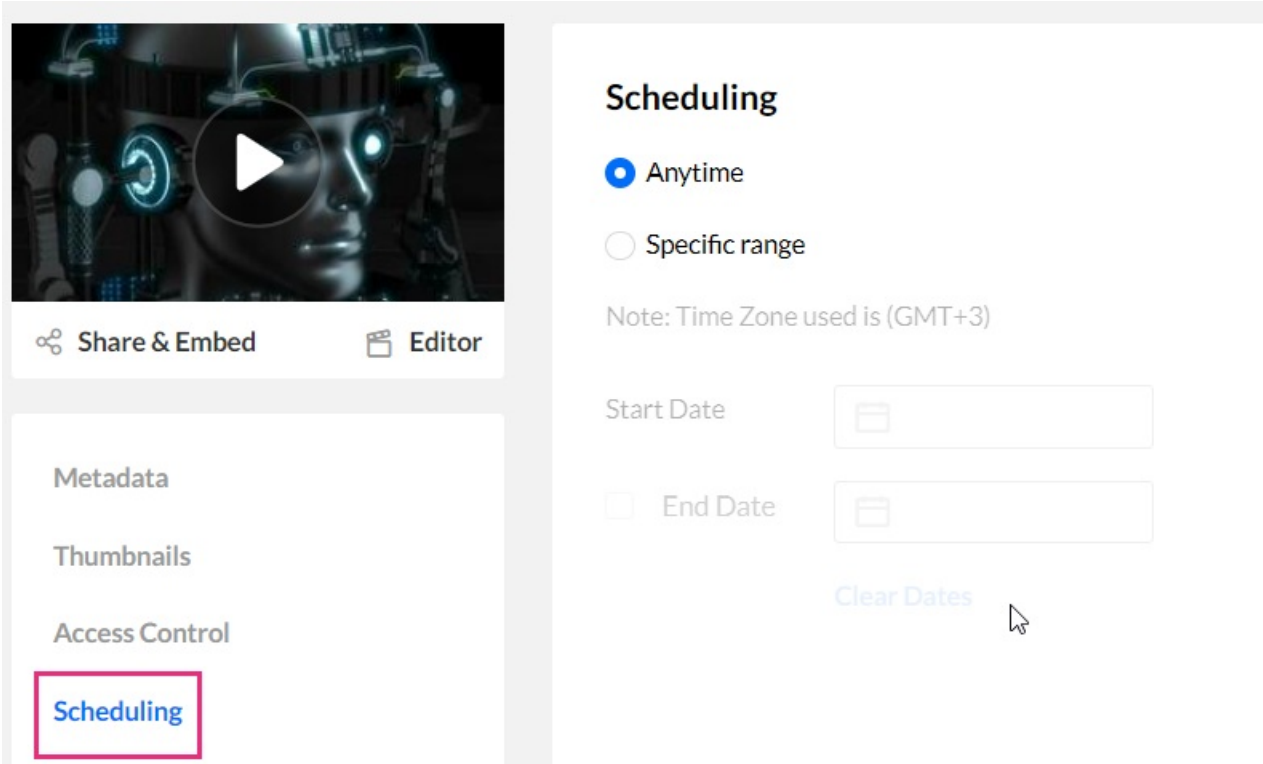
### Access Control Profiles

Access Control Profile	Default
Profile Name	Default
Description	default access control profile
Domains	Any Domain
Countries	Any Country
IPs	Any IP
Flavors	Any Flavor
Advanced Security	

## Scheduling

Content Scheduling controls when your media entries are viewable ('sunrise') and when access ends ('sunset'). You can tailor specific scheduling for your content, allowing it to be available at any time or within a set timeframe. Keep in mind, if users try to access expired content, they'll receive an error message. Kaltura validates start and end dates,

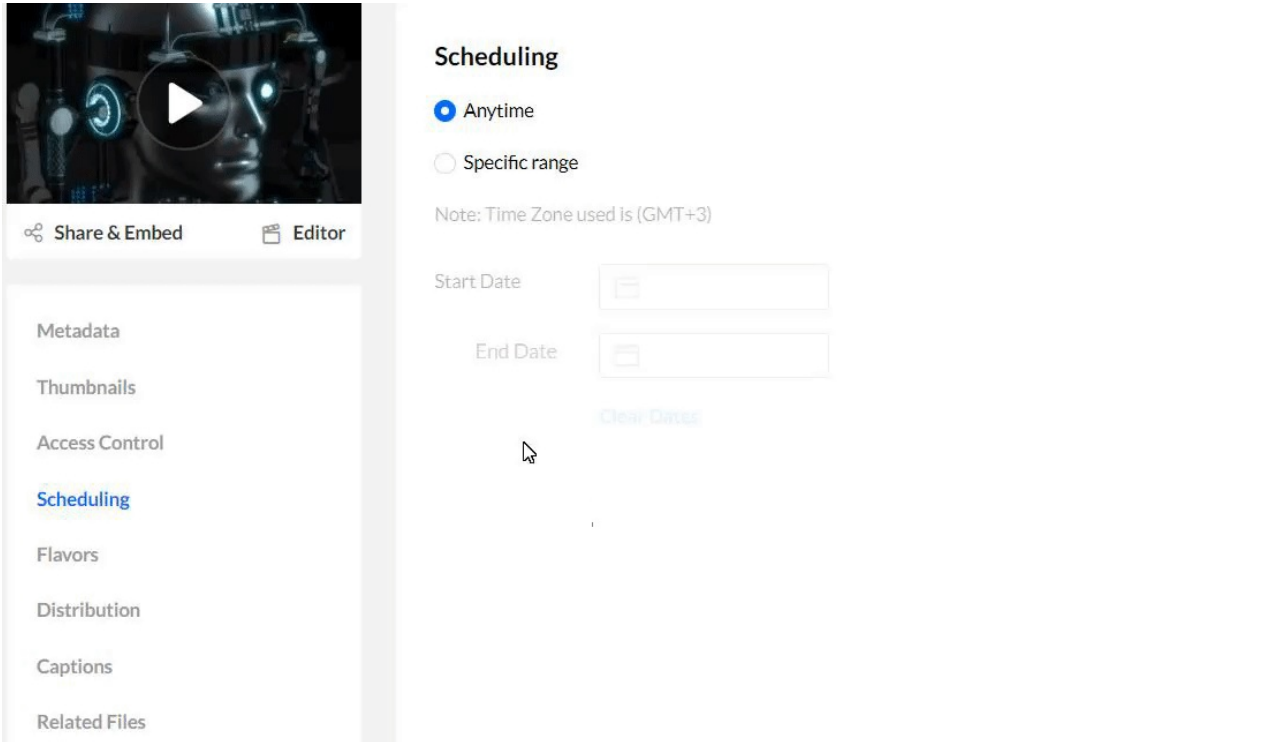
so ensure they're accurate when setting a range.



The screenshot shows the Kaltura interface. On the left, a sidebar contains several menu items: Metadata, Thumbnails, Access Control, and Scheduling. The Scheduling item is highlighted with a pink rectangular border. Above the sidebar is a video player with a play button and a thumbnail of a robot's face. Below the video player are two buttons: 'Share & Embed' and 'Editor'. To the right of the sidebar, the 'Scheduling' section is visible. It has a title 'Scheduling' and two radio button options: 'Anytime' (which is selected) and 'Specific range'. Below these options is a note: 'Note: Time Zone used is (GMT+3)'. There are two date input fields: 'Start Date' and 'End Date'. Below the date fields is a 'Clear Dates' link. A mouse cursor is pointing at the 'Clear Dates' link.

To configure content scheduling

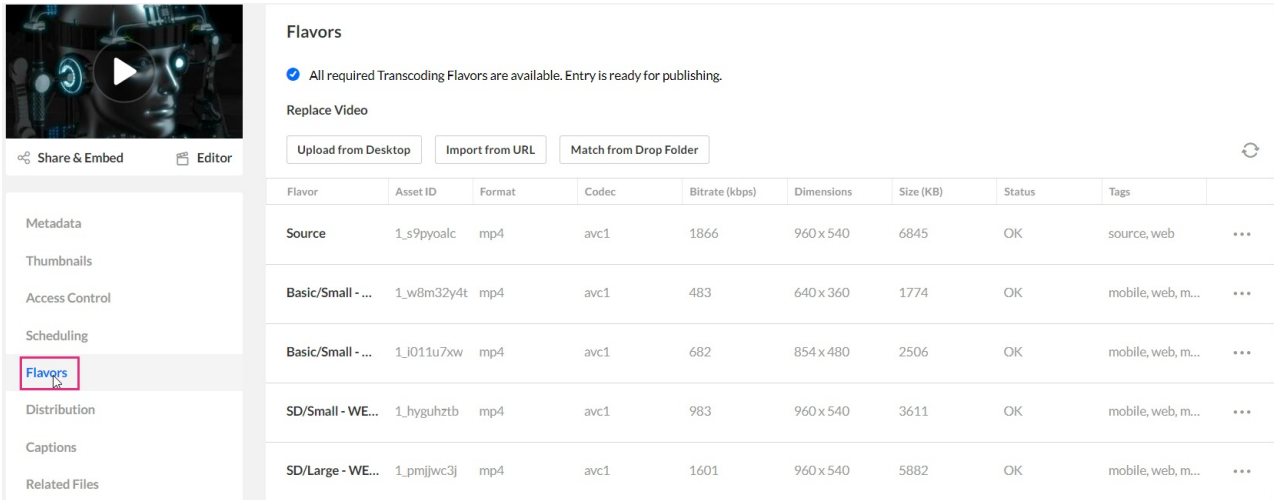
1. Select **Specific range**.
2. Set your specific time range.
3. Click **Save**.



This screenshot is similar to the previous one, but the 'Scheduling' item in the left sidebar is now selected and highlighted in blue. The 'Anytime' radio button is still selected, but the 'Specific range' option is now visible and unselected. The rest of the interface, including the video player, 'Share & Embed' button, 'Editor' button, and the 'Scheduling' section with its options and date fields, remains the same. The mouse cursor is now pointing at the 'Clear Dates' link.

## Flavors

Use to manage the flavors that are available as well as replace media files and their transcoding flavors.



**Flavors**

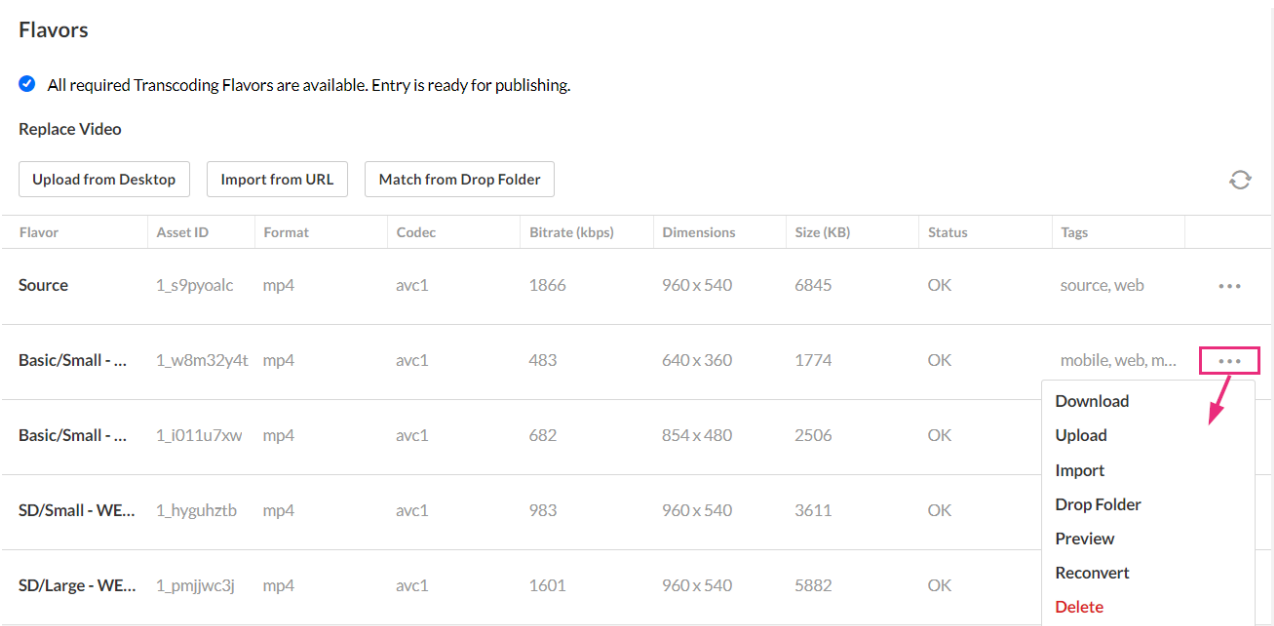
All required Transcoding Flavors are available. Entry is ready for publishing.

Replace Video

Flavor	Asset ID	Format	Codec	Bitrate (kbps)	Dimensions	Size (KB)	Status	Tags	
Source	1_s9pyoalc	mp4	avc1	1866	960 x 540	6845	OK	source, web	...
Basic/Small - ...	1_w8m32y4t	mp4	avc1	483	640 x 360	1774	OK	mobile, web, m...	...
Basic/Small - ...	1_j011u7xw	mp4	avc1	682	854 x 480	2506	OK	mobile, web, m...	...
SD/Small - WE...	1_hyguhztb	mp4	avc1	983	960 x 540	3611	OK	mobile, web, m...	...
SD/Large - WE...	1_pmjjwc3j	mp4	avc1	1601	960 x 540	5882	OK	mobile, web, m...	...

## Actions

You can apply actions to a selected flavor using the **three dots menu** at the end of the row.



**Flavors**


All required Transcoding Flavors are available. Entry is ready for publishing.

Replace Video

Flavor	Asset ID	Format	Codec	Bitrate (kbps)	Dimensions	Size (KB)	Status	Tags	
Source	1_s9pyoalc	mp4	avc1	1866	960 x 540	6845	OK	source, web	...
Basic/Small - ...	1_w8m32y4t	mp4	avc1	483	640 x 360	1774	OK	mobile, web, m...	...
Basic/Small - ...	1_j011u7xw	mp4	avc1	682	854 x 480	2506	OK		
SD/Small - WE...	1_hyguhztb	mp4	avc1	983	960 x 540	3611	OK		
SD/Large - WE...	1_pmjjwc3j	mp4	avc1	1601	960 x 540	5882	OK		

- Download
- Upload
- Import
- Drop Folder
- Preview
- Reconvert
- Delete

The **three dots menu** offers the following:

 The options in the three dots menu are based on that particular flavor type and its available actions.

- **Download** - Downloads the transcoded file to your desktop.
- **Upload** - Uploads a file from your desktop you that transcoded on your own, to

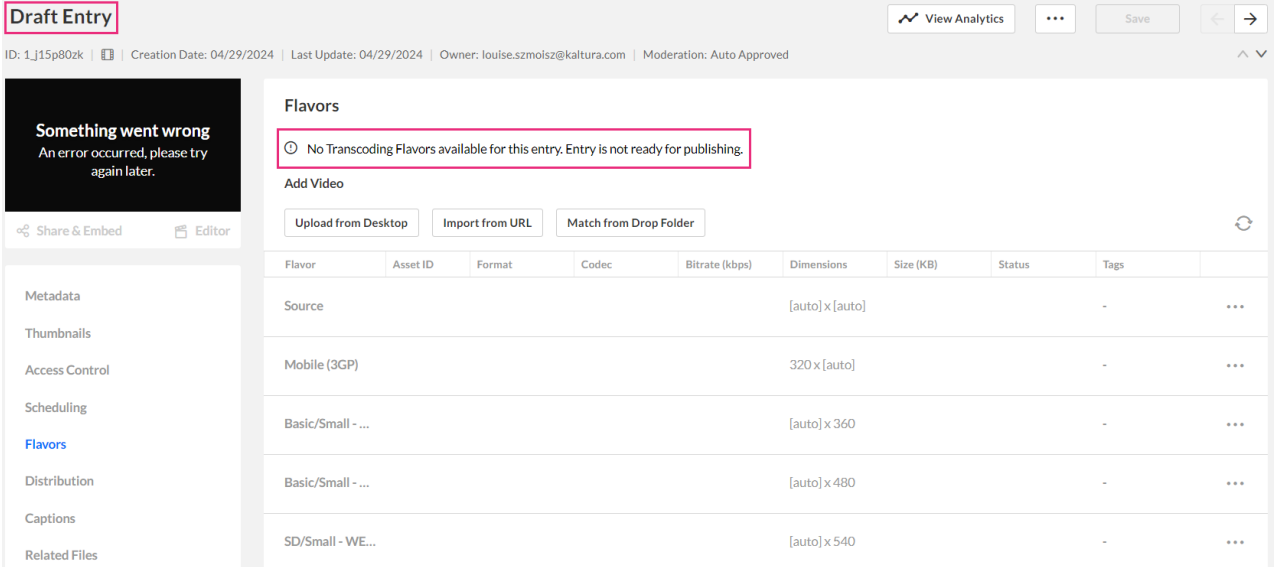


serve as a flavor for an entry.

- **Import** - Imports a flavor to update existing assets or adds new ones. Click to open a window and enter the file URL.
- **Drop Folder** - Used for updating existing flavors or adding new ones. (You won't see this option in the menu if you don't have the required permission.) See our article [Drop Folders Service for Content Ingestion](#) to learn more.
- **Preview** - Previews the selected source flavor. The following information is displayed: Entry Name, Entry ID, Flavor Name, Flavor Asset ID, Bitrate, Codec, Dimensions, Format, Size (KB), and Status.
- **Convert or reconvert** - Convert to transcode an entry to additional flavors or reconvert to create the flavor again from the source.
- **Delete** - Deletes the flavor. When you delete, a confirmation will display: *Are you sure you want to delete this Asset: <asset id> ?* Click Delete to confirm.
- **View DRM details** - When your KMC account supports direct ingestion of multiple bit-rate transcoding flavors, you can use the menu to add or replace a single transcoding flavor in an entry.

## Add / Replace media

Use to add media to a new entry you created when the entry status shown on the [Entries](#) page is 'No Media' (for example, a draft entry), and to replace the media of an existing entry when the entry status is 'Ready' or 'Error'.



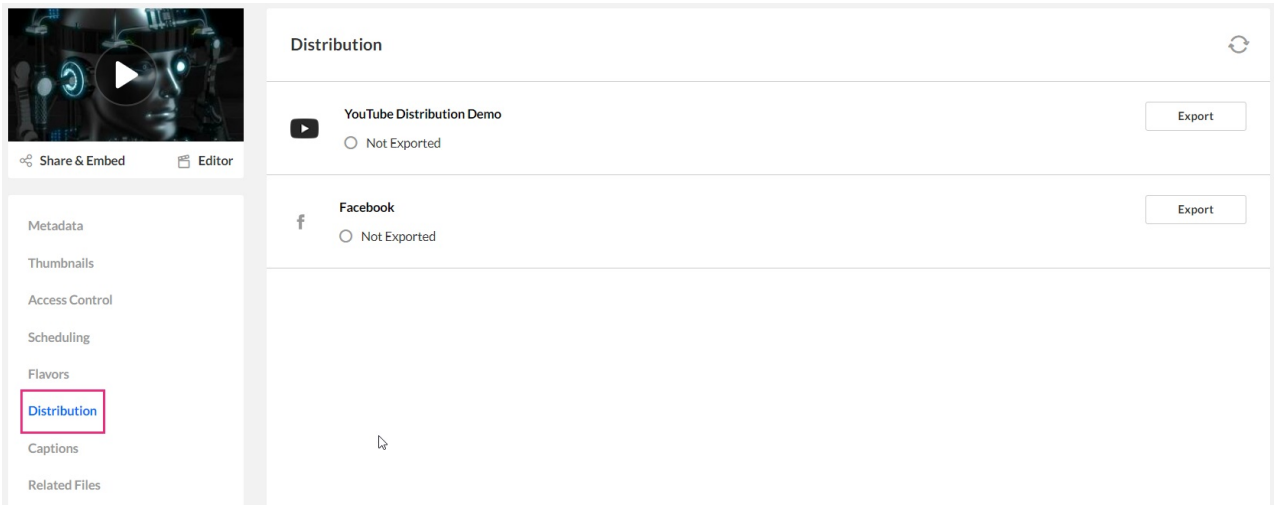
The screenshot shows the 'Draft Entry' editor interface. A red box highlights an error message: "No Transcoding Flavors available for this entry. Entry is not ready for publishing." Below the error message, there are buttons for "Upload from Desktop", "Import from URL", and "Match from Drop Folder". A table of flavors is visible, with columns for Flavor, Asset ID, Format, Codec, Bitrate (kbps), Dimensions, Size (KB), Status, and Tags.

Flavor	Asset ID	Format	Codec	Bitrate (kbps)	Dimensions	Size (KB)	Status	Tags
Source					[auto] x [auto]		-	...
Mobile (3GP)					320 x [auto]		-	...
Basic/Small - ...					[auto] x 360		-	...
Basic/Small - ...					[auto] x 480		-	...
SD/Small - WE...					[auto] x 540		-	...

To learn how to add or replace an entry, check out our article [Replace an Entry via KMC](#). To learn how to work with a draft entry, visit our article [Create a Draft Entry](#).

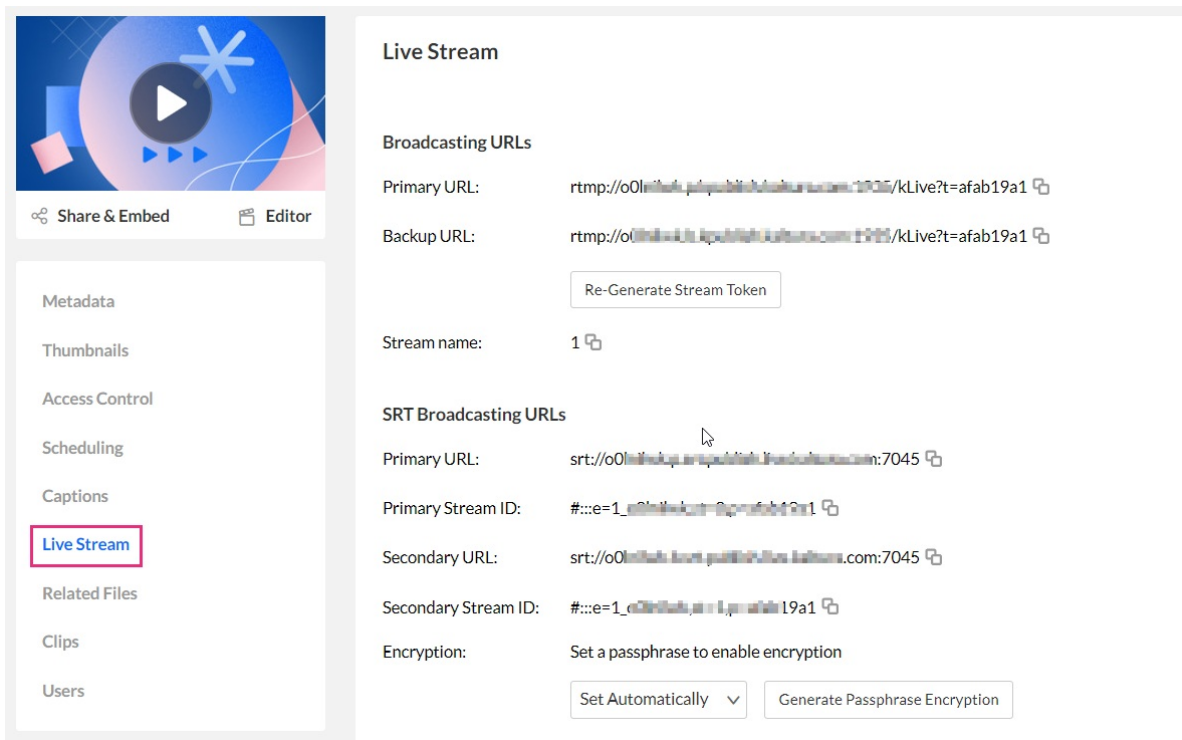
## Distribution

The Distribution tab lists distribution channels associated with an entry and use to manage distributors. To learn more about Kaltura's distribution service, visit our article [Distribution](#).



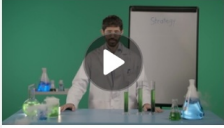
## Live Stream

Use to create and manage Live Stream entries. See our article [Create a Live Stream Entry](#) to learn more.



## Captions

Use to upload, order, and manage captions. Check out our article [Subtitles and Captions](#) to learn more.



Share & Embed Editor

- Metadata
- Thumbnails
- Access Control
- Scheduling
- Flavors
- Distribution
- Captions**
- Related Files

### Captions


+ Add Caption Captions & Enrich

Label	File Type	Language	Accuracy	Status	Display on Player	Default
Spanish	SRT	Spanish	84%	Saved	<input checked="" type="checkbox"/> Yes	Default Caption <span>⋮</span>

Edit  
 Closed Captions Editor  
 Download  
 Preview  
 Delete

## Related Files

Use to upload related files to an entry. See our article [Related Files](#) for more information.



Share & Embed Editor

- Metadata
- Thumbnails
- Access Control
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- Flavors
- Distribution
- Captions
- Related Files**


### Related files

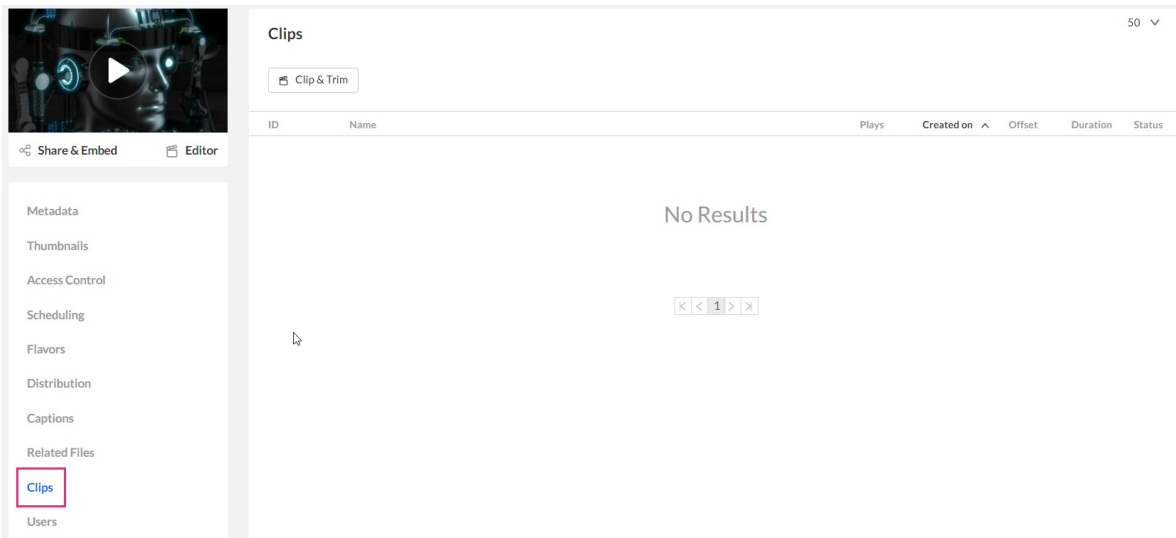
Add file

File Name	File Type	File Size	Asset ID
fantasy-4817035_1280.jpg	Media	245.26 KB	Ready For Save

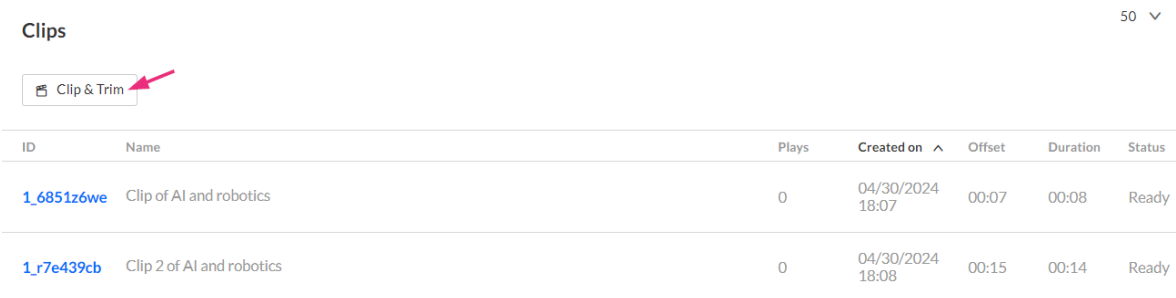
## Clips

You can clip and trim entries using the [Kaltura Video Editing Tools](#).

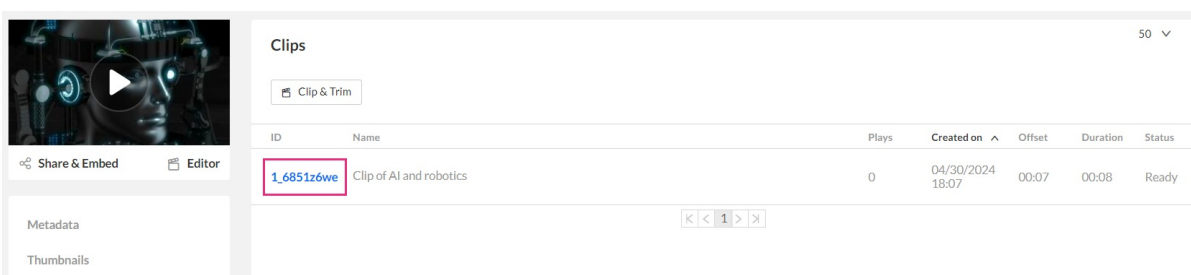
 You can only trim and clip a live entry if it has a recorded entry.



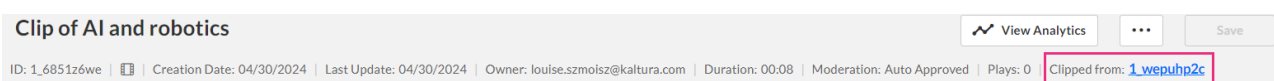
Click **Click & Trim** to open the editing tools. Visit our article [Kaltura Video Editing Tools - Editor Tab](#) to learn how to work with the video editor.



If clips were created from an original video or audio entry, the clipped entry details are displayed in the clips tab. You can click on the **clip ID** to navigate to the entry details page of that clip.



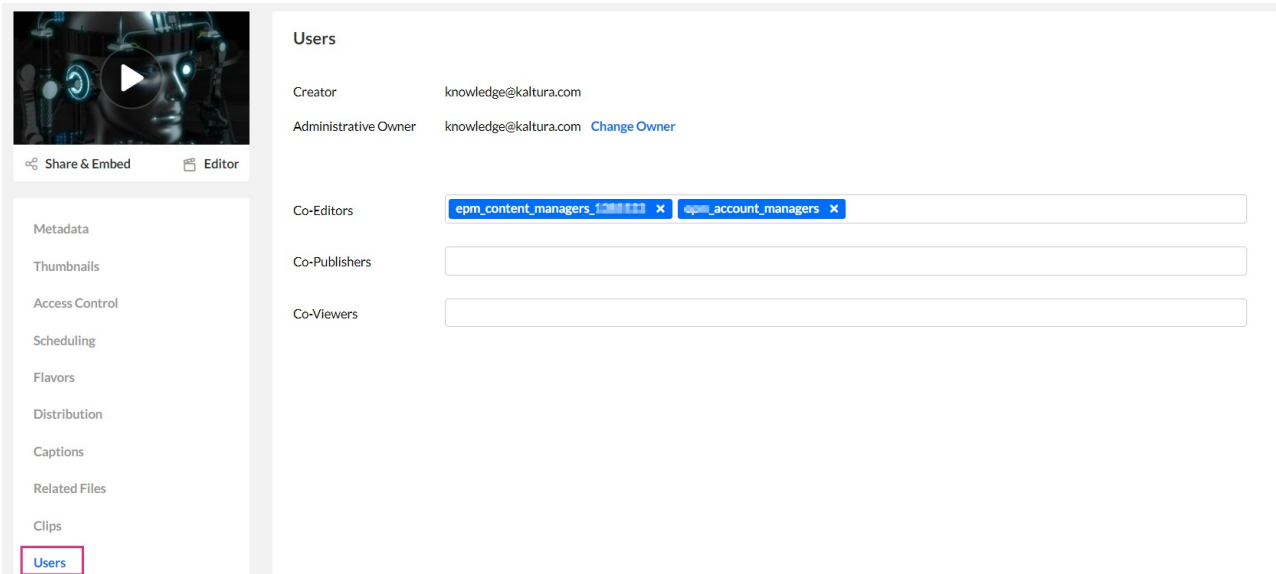
The entry details page of a clip displays the **original clip's ID**.



## Users

The Users tab is displayed when your account is configured to support the end-user management feature. Use this tab to add editing and publishing rights for additional

end-users to work with this entry across applications.



The Users tab provides information about the users that are associated with the entry:


- **Creator:** Usually the person who uploaded the media to Kaltura.
- **Administrative Owner:** The user in charge of managing the entry. By default, it's the creator, but you can change it here.

To change the Administrative Owner:

1. Click **Change Owner**.

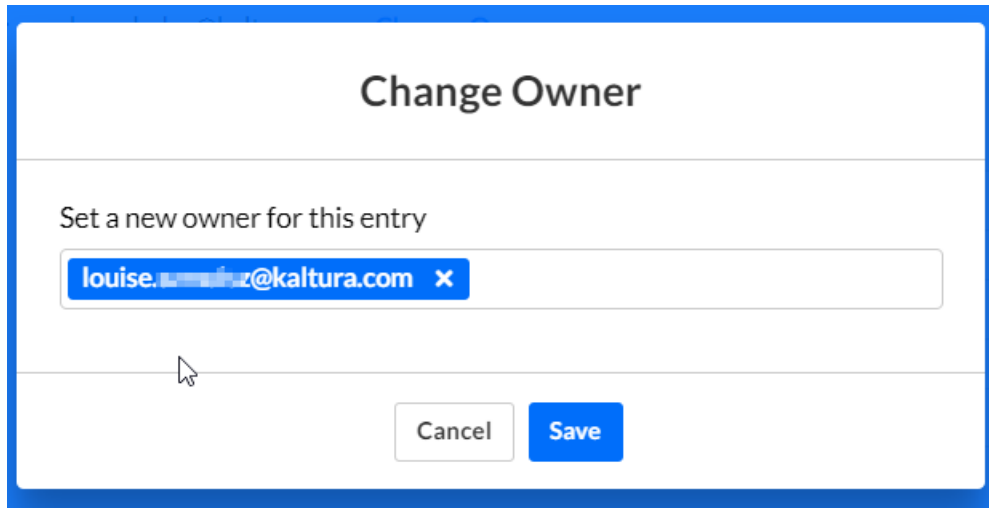
## Users

Creator	knowledge@kaltura.com
Administrative Owner	knowledge@kaltura.com <a href="#">Change Owner</a>




The Change Owner box displays.

2. Type in the desired user name or user ID.



3. Click **Save**.

By editing the **co-editors**, **co-publishers**, and **co-viewers** fields, you can add rights for additional end-users to work with this entry across applications.

 **Co-editors** have permission to edit the metadata associated with the selected media, for example, customize the look and feel of an entry page.

**Co-publishers** have the permission to publish media anywhere that the user has the rights to publish.

**Co-viewers** have permissions to view the metadata associated with the selected media.

To learn more about roles and permissions, visit our article [Administration Pages](#).

## Advertisements

Use to create and manage time-based advertisements with the Kaltura Video Editing Tools. To learn how to add advertisements to media, see our article [Kaltura Video Editing Tools - Advertisements Tab](#). For further information see [Advertising and Ad Networks](#).



[Share & Embed](#) [Editor](#)

- Metadata
- Thumbnails
- Access Control
- Scheduling
- Flavors
- Distribution
- Captions
- Related Files
- Clips
- Users

[Advertisements](#)

## Advertisements

Create and manage time-based advertisements using the Kaltura Video Editor Tool.

[Manage Advertisements](#)