Upload from URL - User Guide

Last Modified on 01/23/2026 8:18 pm IST

This article is designated for all users.

About

This guide explains how to use the **Upload from URL** option available in the **+Create** menu (for Theming users) or **+ Add new** menu (for non-Theming users). This feature allows you to upload media directly from a URL.

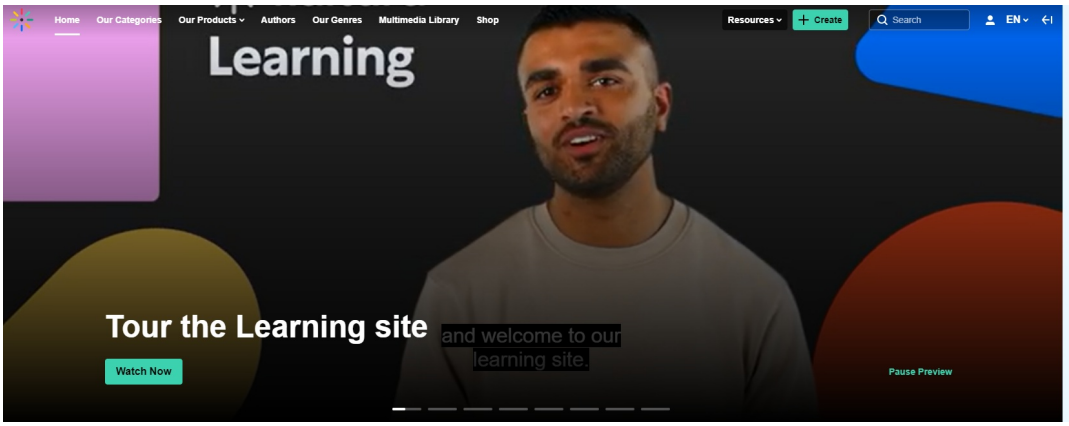
This module applies only to non-Theming users by default. For Theming users, additional configuration is required in other modules.

For technical support, contact Kaltura Customer Care. For all other inquiries, reach out to your Customer Success Manager.

How to use Upload from URL

Theming users

1. Log into your video portal. If you need help, follow the instructions in our article Log into your video portal.
   The video portal homepage displays.



2. Click the **+ Create** button and select **Upload From URL**.

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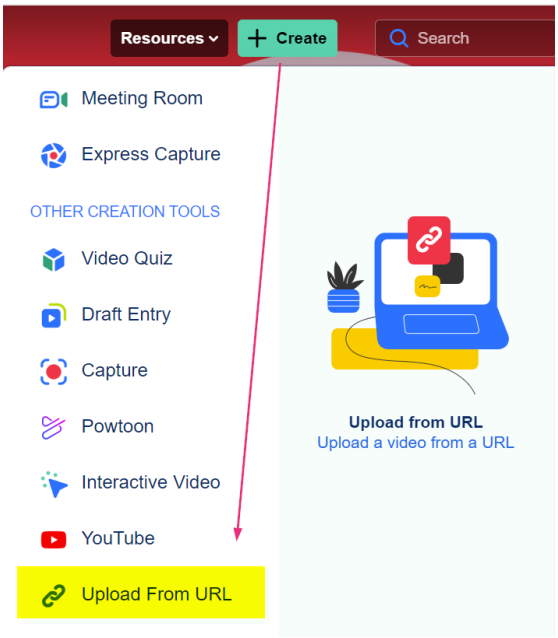
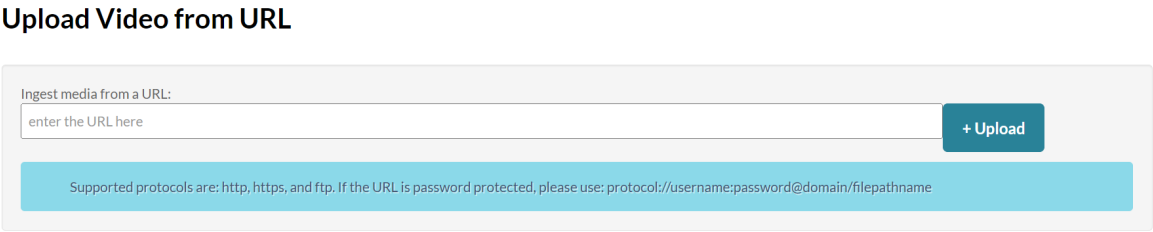
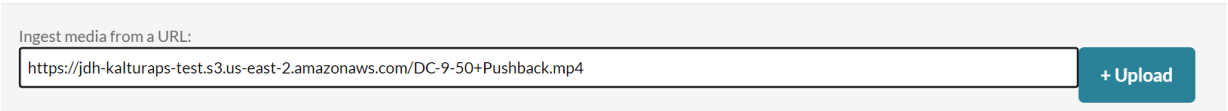


The **Upload Video from URL** page displays.



3. Paste in the URL of the file you want to upload.



Supported protocols are: http, https, and ftp.

If the URL is password protected, please add your user name and password to the URL as follows: *protocol://username:password@domain/filepathname.* For example: *http://johnsmith:123456@jdh-kalturaps-test.s3.us-east-2.amazonaws.com/DC-9-50+Pushback.mp4*

4. Click **+Upload.**

   The media upload page displays when the upload process starts.

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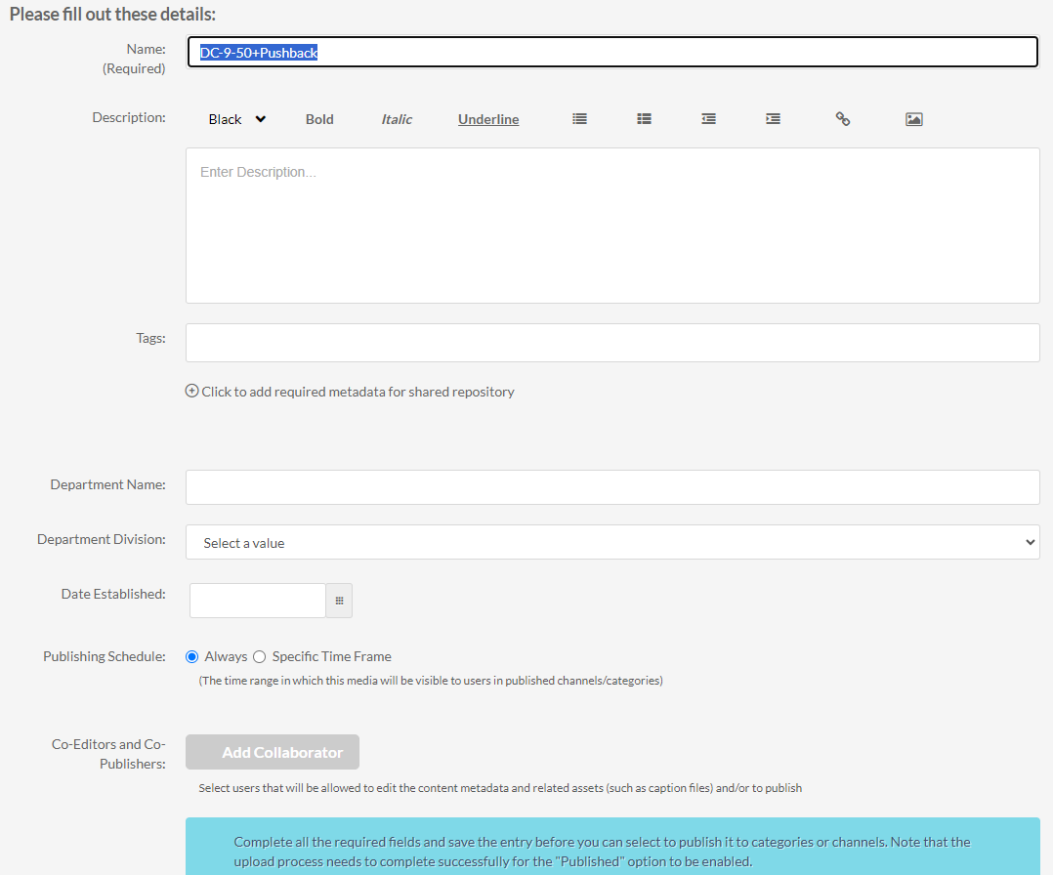
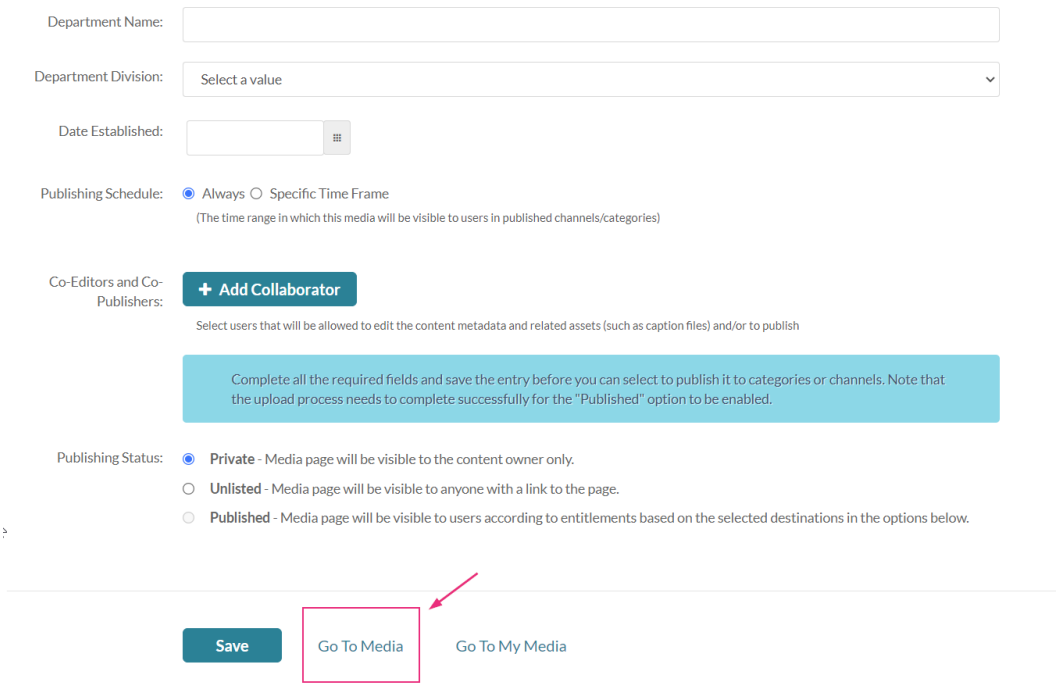


5. Complete the details and metadata as desired.
6. At the bottom of the media upload page, click **Save**.
7. Click **Go to media** to view your media.



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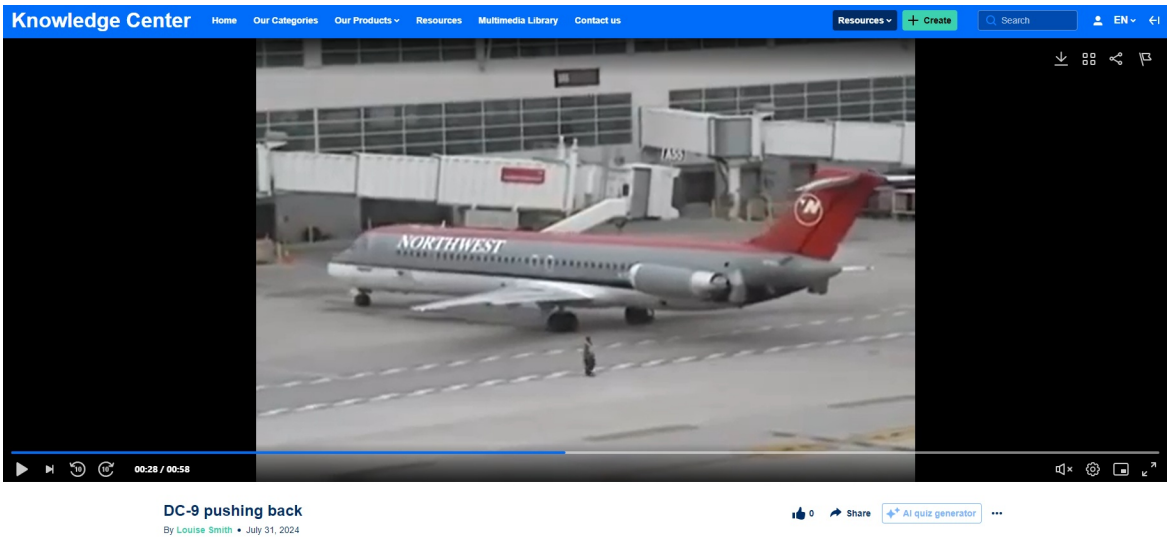
Your media is uploaded.



Non-Theming users

1. Log into your video portal. If you need help, follow the instructions in our article Log into your video portal.

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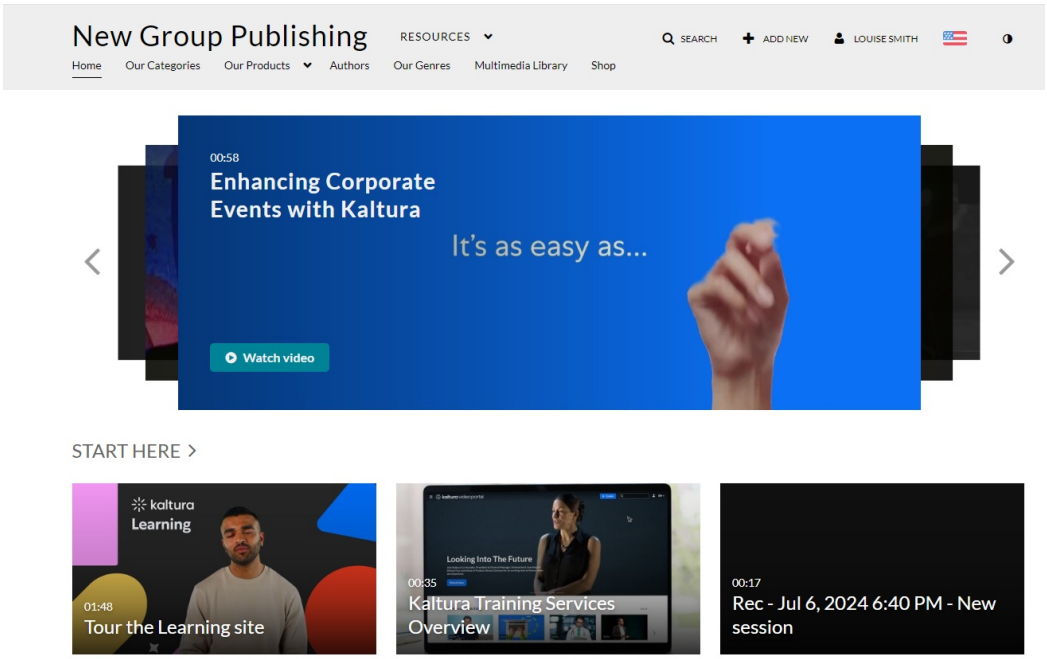

2. Select **Media Upload** from the **+Add New** drop-down menu.

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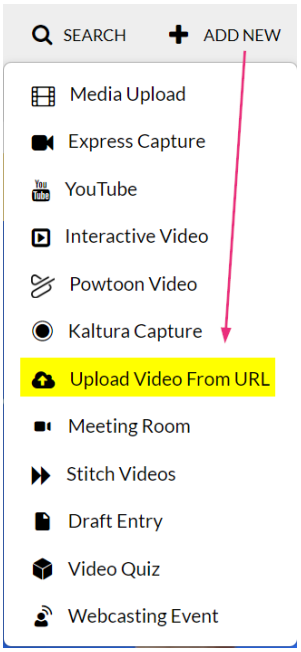
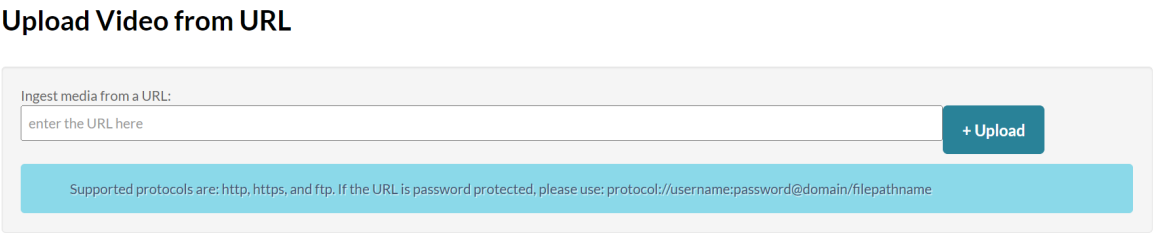


The **Upload Video from URL** page displays.



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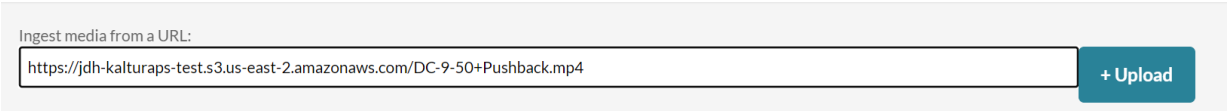

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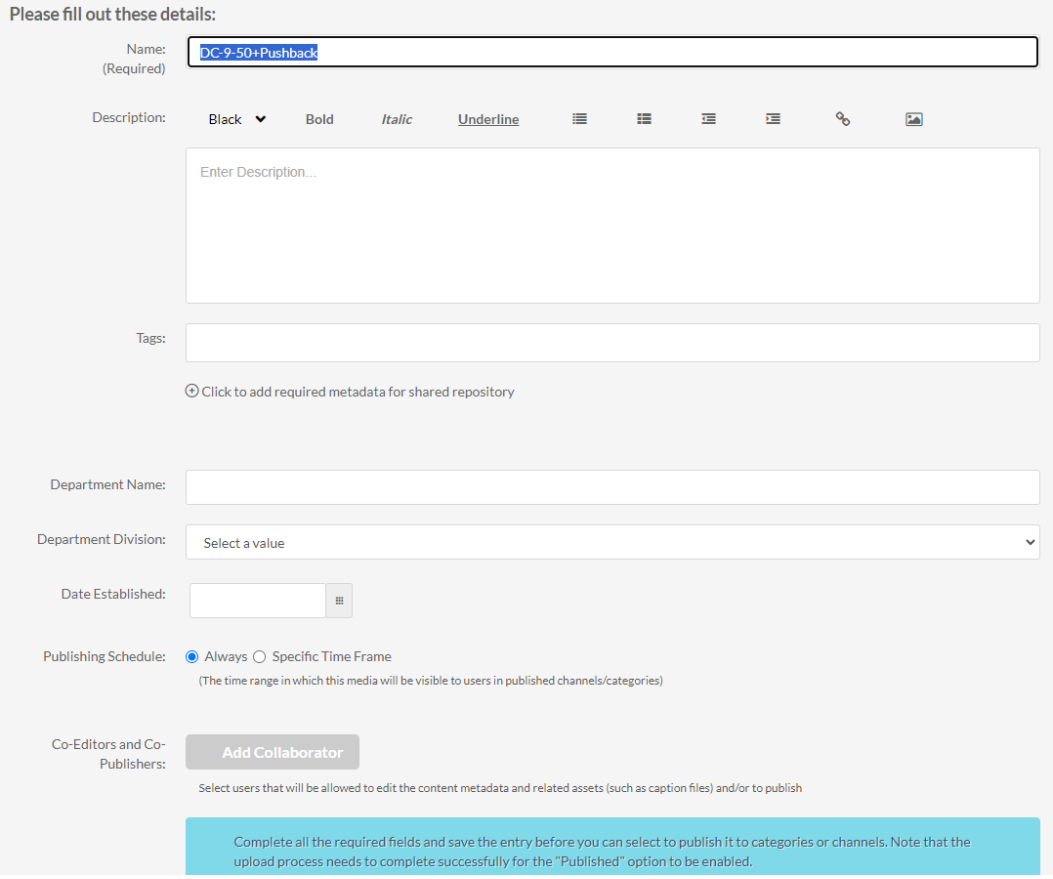

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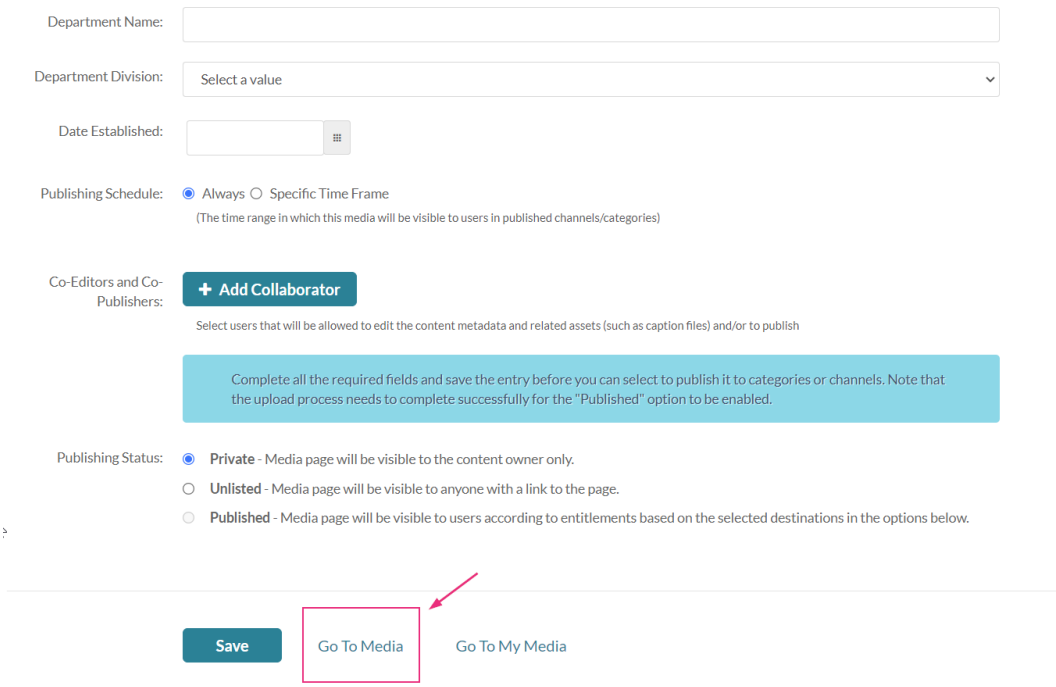

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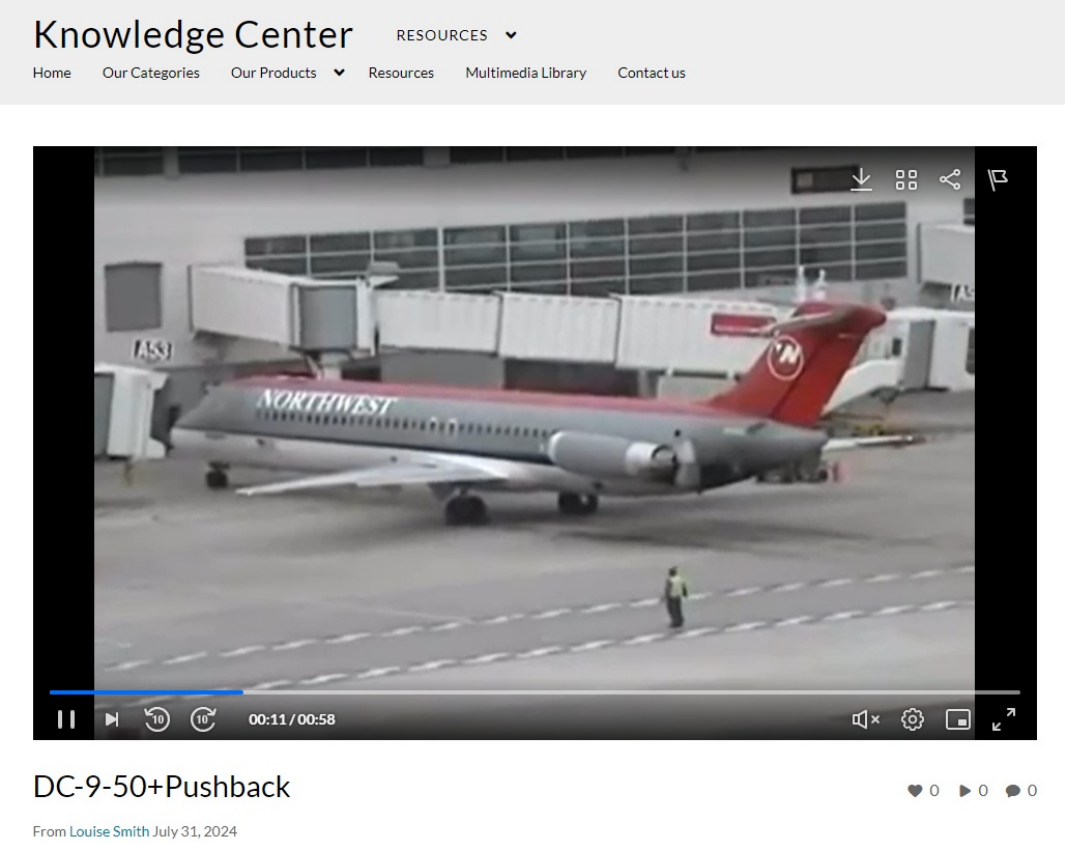
Your media is uploaded.



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