


# Channel History Summary - User Guide


Last Modified on 09/11/2024 6:52 pm IDT

 This article is designated for all users.


## About

This guide describes how channel managers and members can interact with the **Channel History Summary** feature of the video portal.

 This guide is for both Theming and non-Theming users.

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

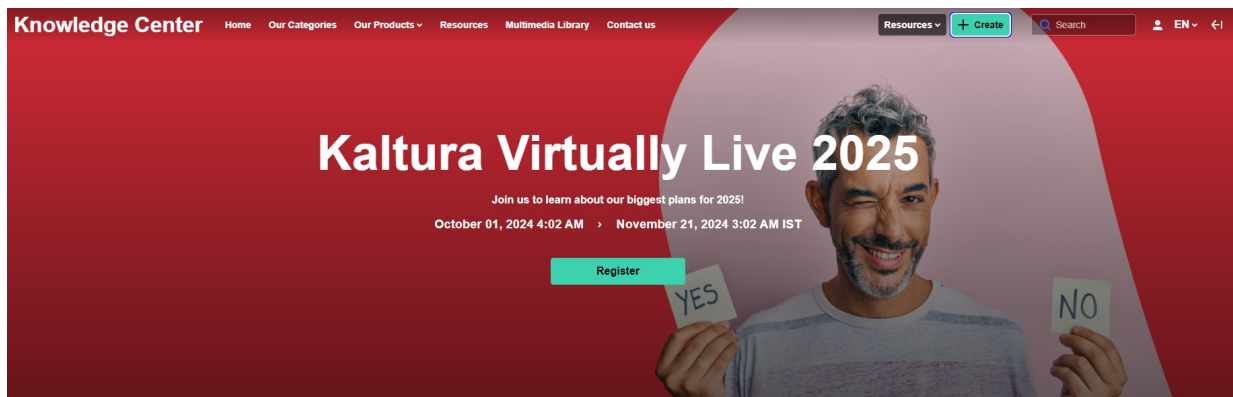
## Enable the Channel History Summary tab

 The channel manager must have the minimal role necessary to enable the Channel History Summary tab for their channels. This is configured in the Channelhistorysummary module.

## Theming users

1. Log into your video portal. If you need help, follow the instructions in our article [Log into your video portal](#).

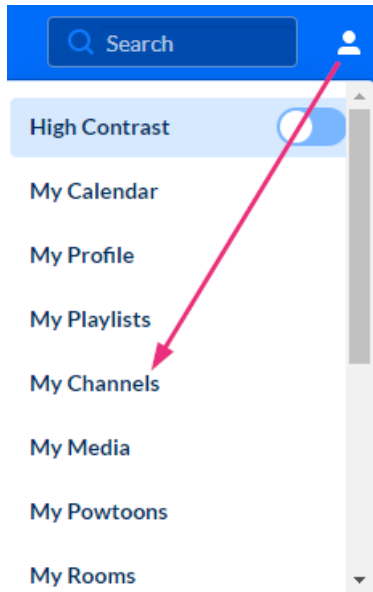
The video portal homepage displays.



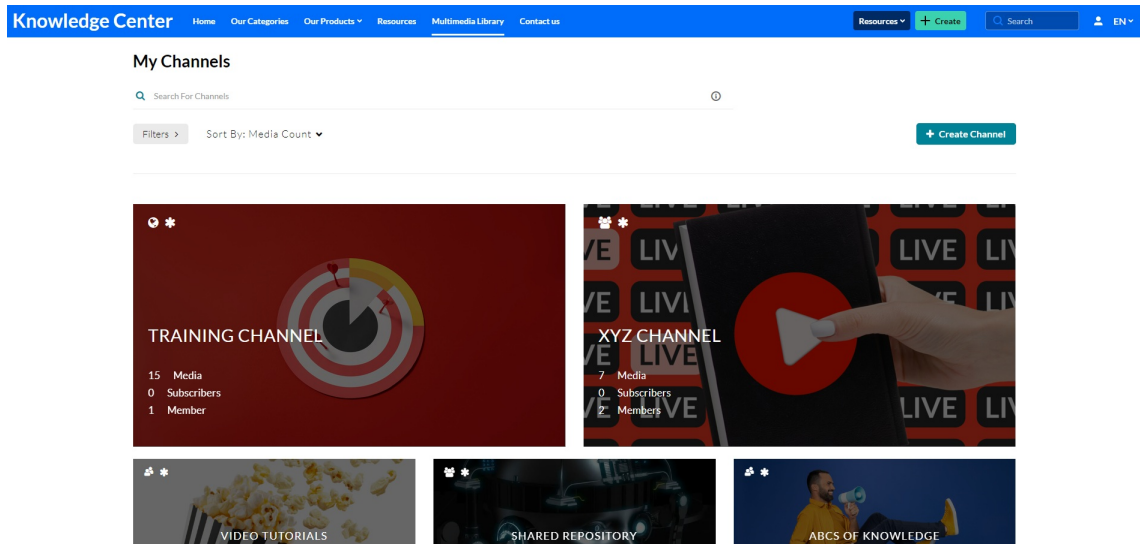
### Welcome to the Knowledge Center's video portal!

We're excited to have you with us. Explore our site and enjoy our wide range of videos. Whether you're a beginner or looking to enhance your expertise, we've got something for everyone.

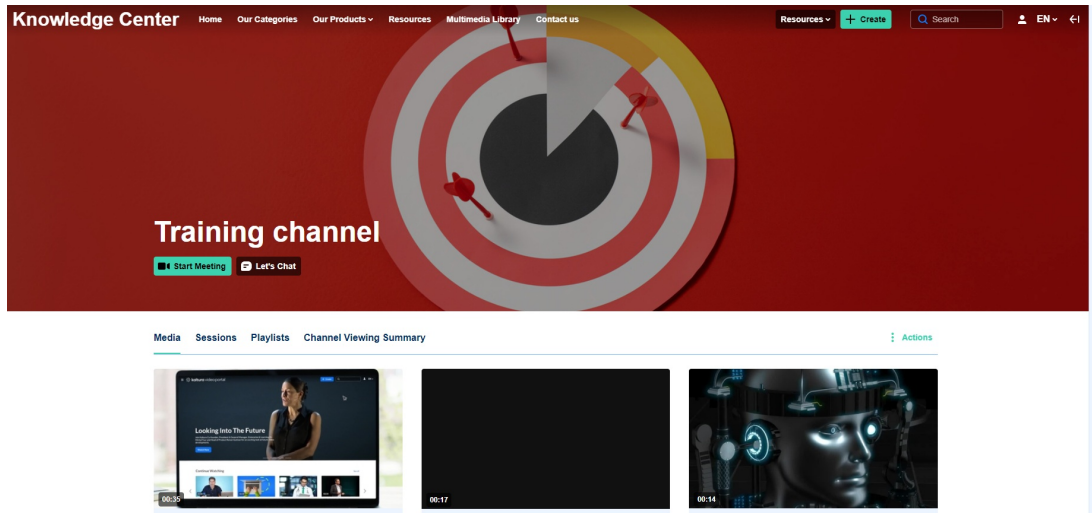
2. Select **My Channels** from the user drop-down menu.



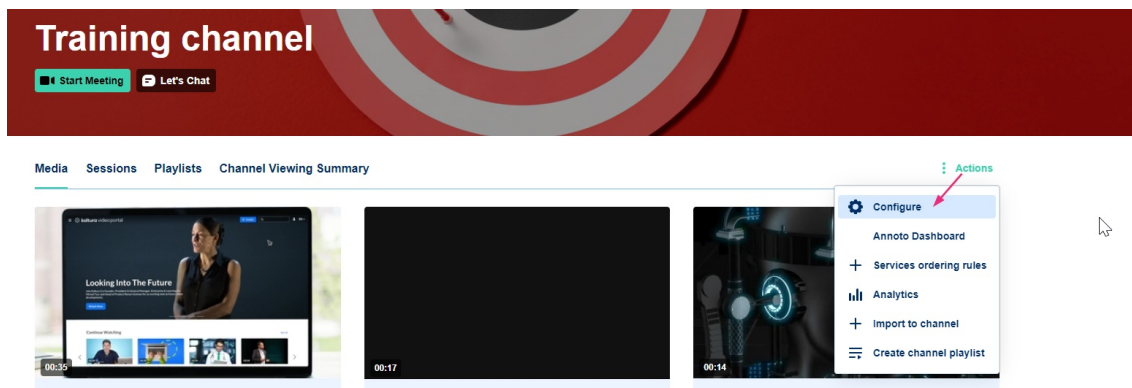
The **My Channels** page displays.



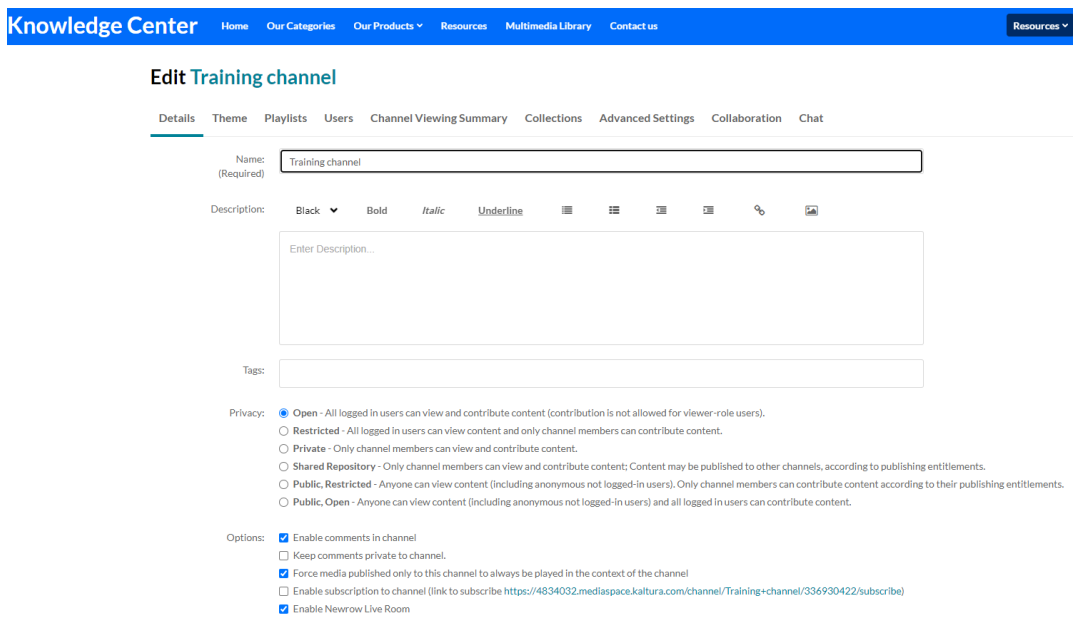
3. Click on the desired channel's thumbnail.  
The channel page displays.



4. Click **Actions** and select **Configure** from the drop-down menu.



The Edit page displays.



5. Click the **Channel Viewing Summary** tab.


## Edit Training channel

Details Theme Playlists Users **Channel Viewing Summary** Collections Advanced Settings Collaboration Chat

Enable:

Announcement: Black ▼ Bold *Italic* Underline [List Icon] [List Icon] [List Icon] [List Icon] [Link Icon] [Image Icon]

[Save]

 The name of this tab is configurable in the Channelhistorysummary module, so it might be named differently to what is shown above.

6. Click the box next to **Enable** to enable the feature.

7. Type an **Announcement** text.

Details Theme Playlists Users **Channel Viewing Summary** Collections Advanced Settings Collaboration Chat

Enable:

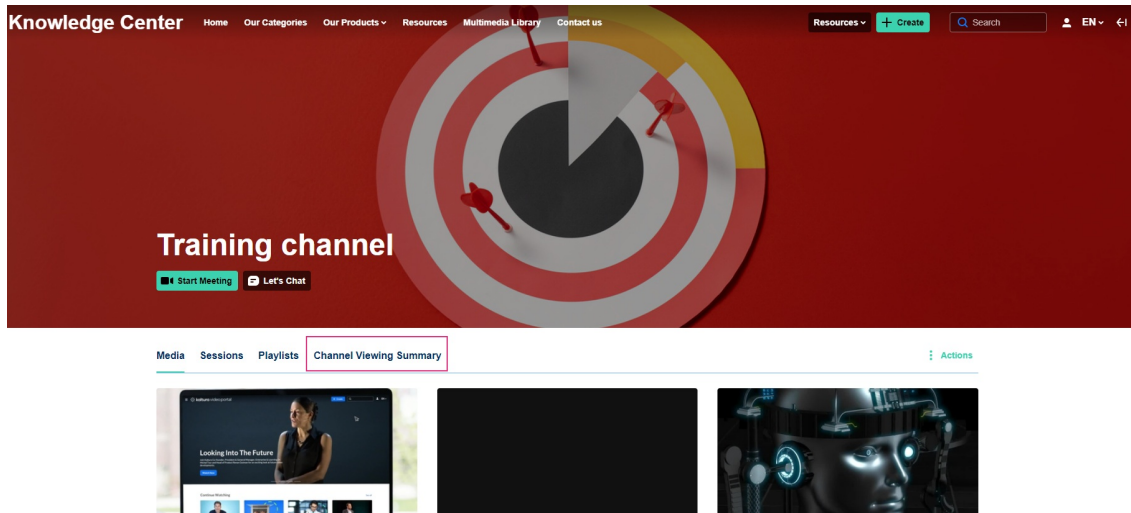
Announcement: Black ▼ Bold *Italic* Underline [List Icon] [List Icon] [List Icon] [List Icon] [Link Icon] [Image Icon]

This is an announcement.

[Save]

8. Click **Save**.

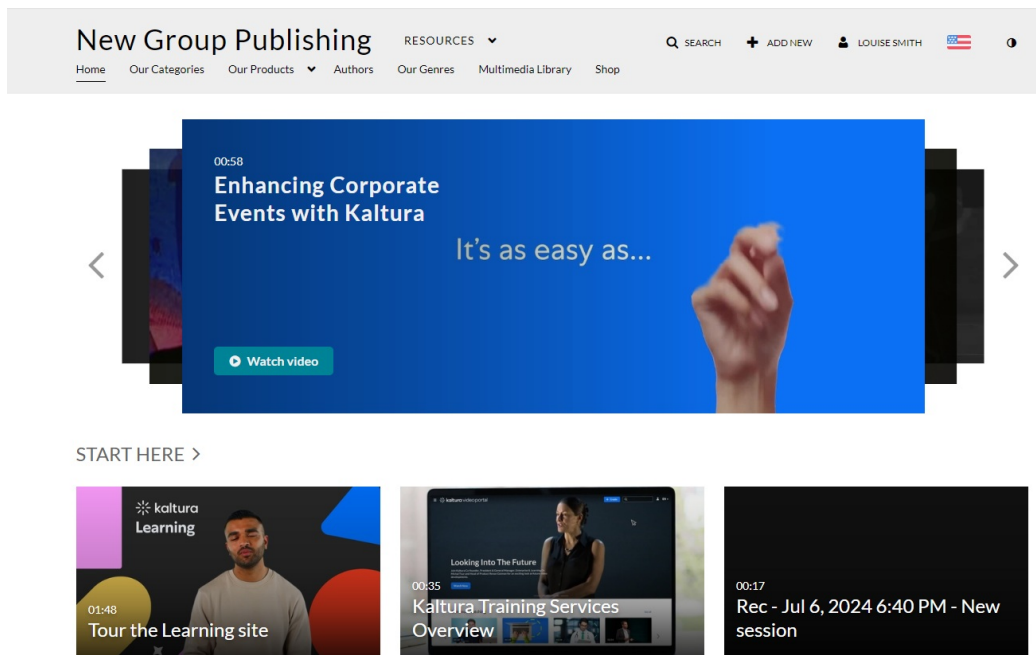
The tab now displays on the channel page.



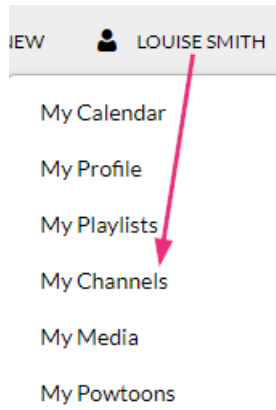
## Non-Theming users

1. Log into your video portal. If you need help, follow the instructions in our article [Log into your video portal](#).

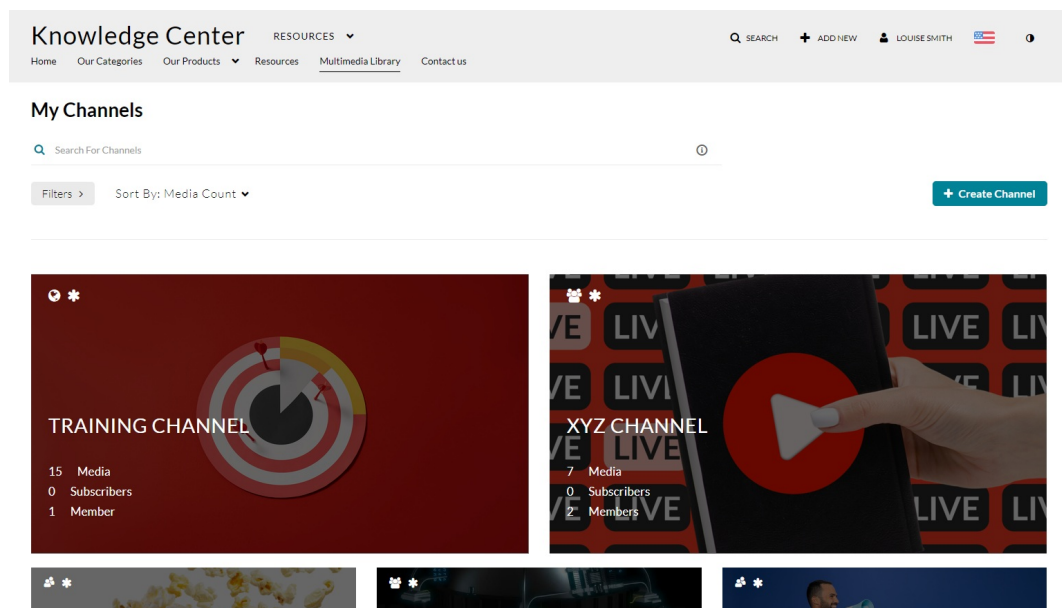
The video portal homepage displays.



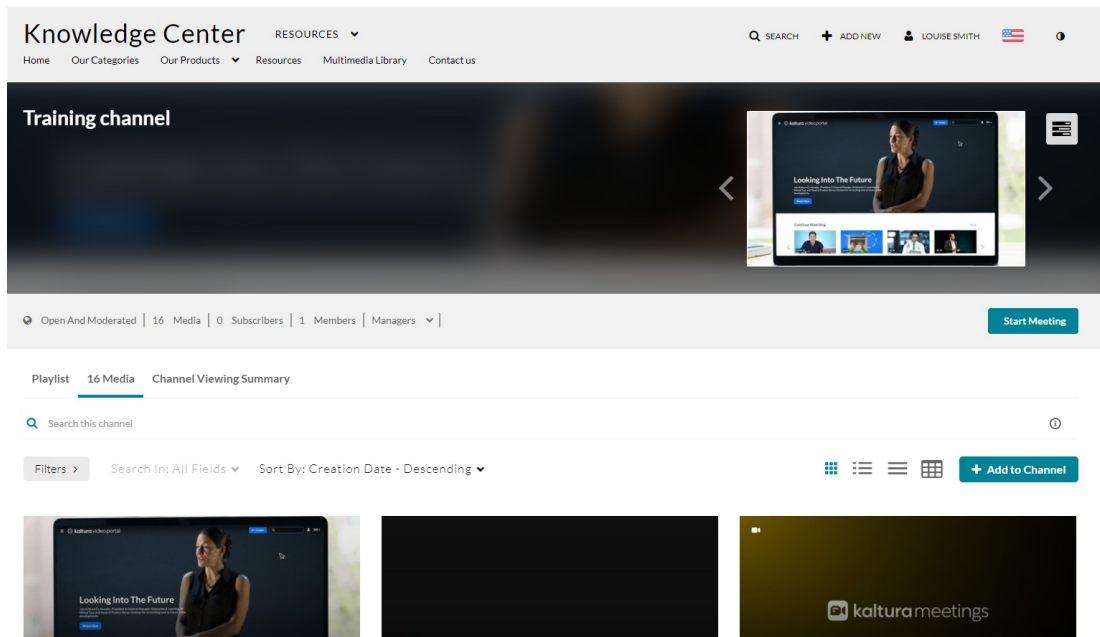
2. Select **My Channels** from the user drop-down menu.



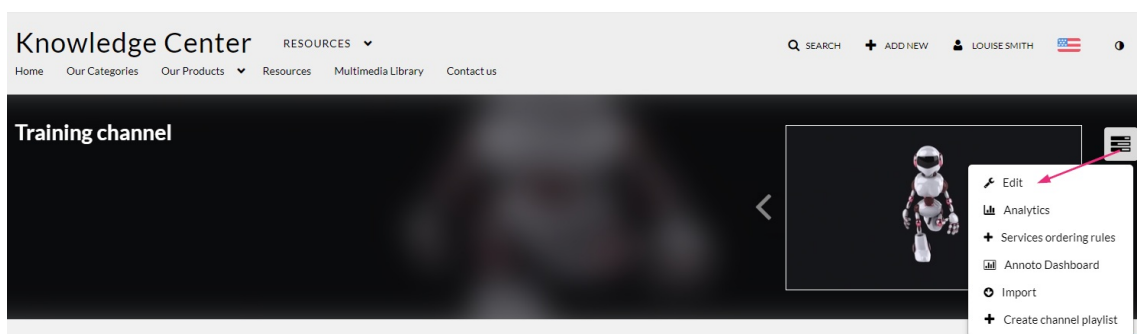
The **My Channels** page displays.



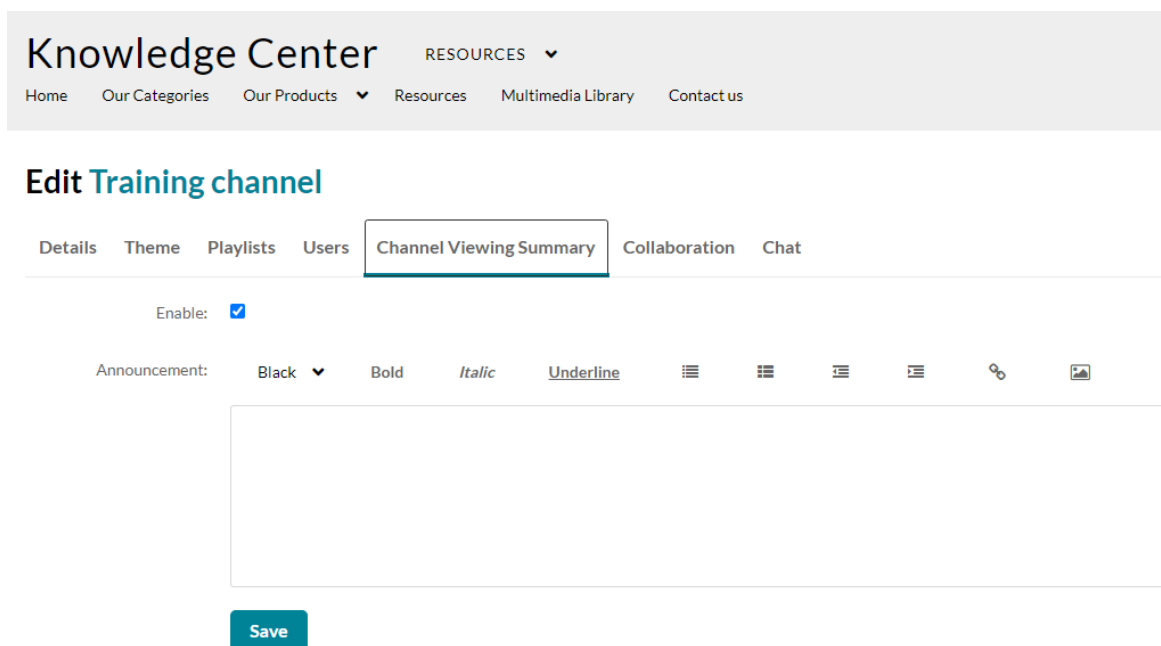
3. Click on the desired channel's thumbnail.  
The channel page displays.



4. Click the **hamburger icon** and select **Edit** from the drop-down menu.

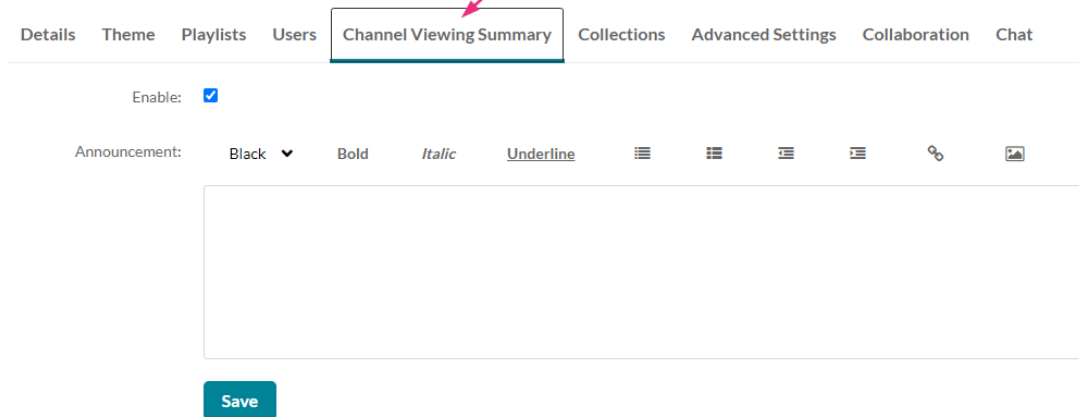


The Edit page displays.



5. Click the **Channel Viewing Summary** tab.

## Edit Training channel




Details Theme Playlists Users **Channel Viewing Summary** Collections Advanced Settings Collaboration Chat

Enable:

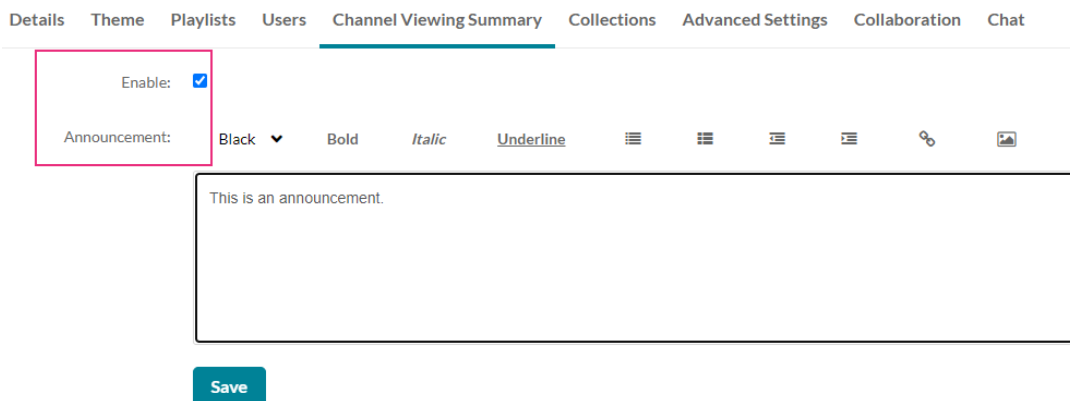
Announcement: Black **Bold** *Italic* Underline [List Icons] [Link Icon] [Image Icon]

Save

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Details Theme Playlists Users **Channel Viewing Summary** Collections Advanced Settings Collaboration Chat

Enable:

Announcement: Black **Bold** *Italic* Underline [List Icons] [Link Icon] [Image Icon]

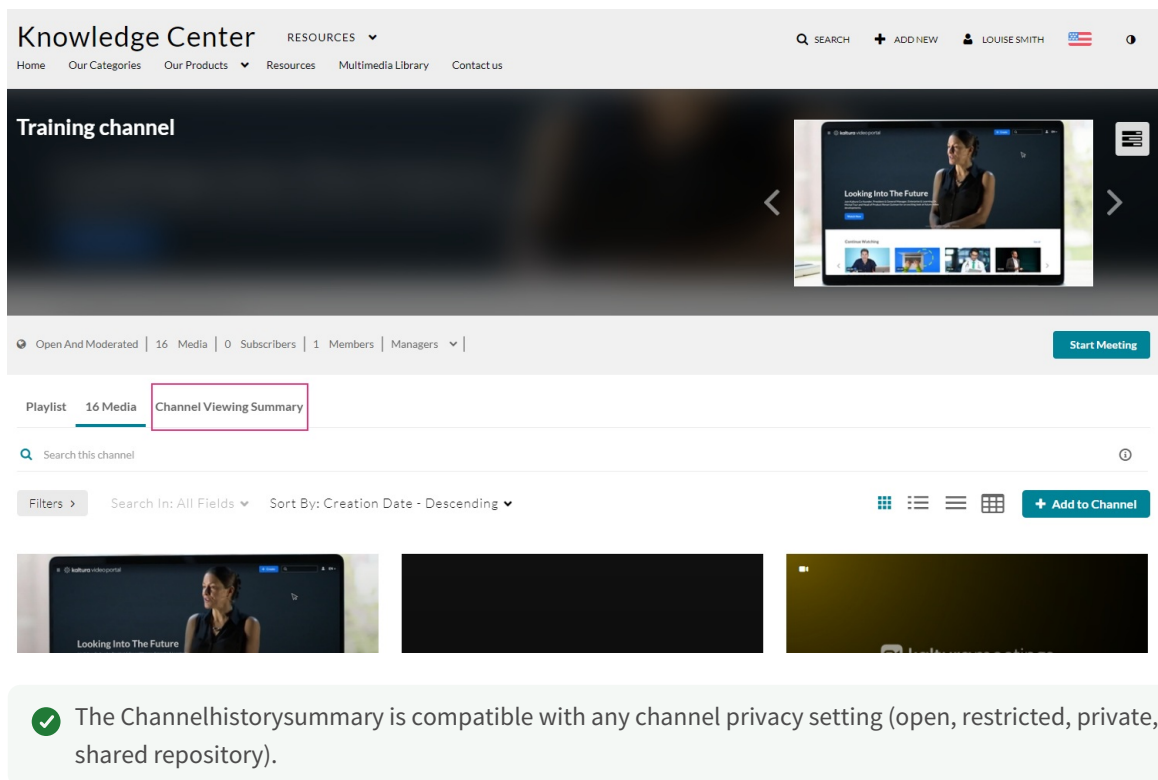
This is an announcement.

Save

8. Click **Save**.

The tab now displays on the channel page.





## View your history

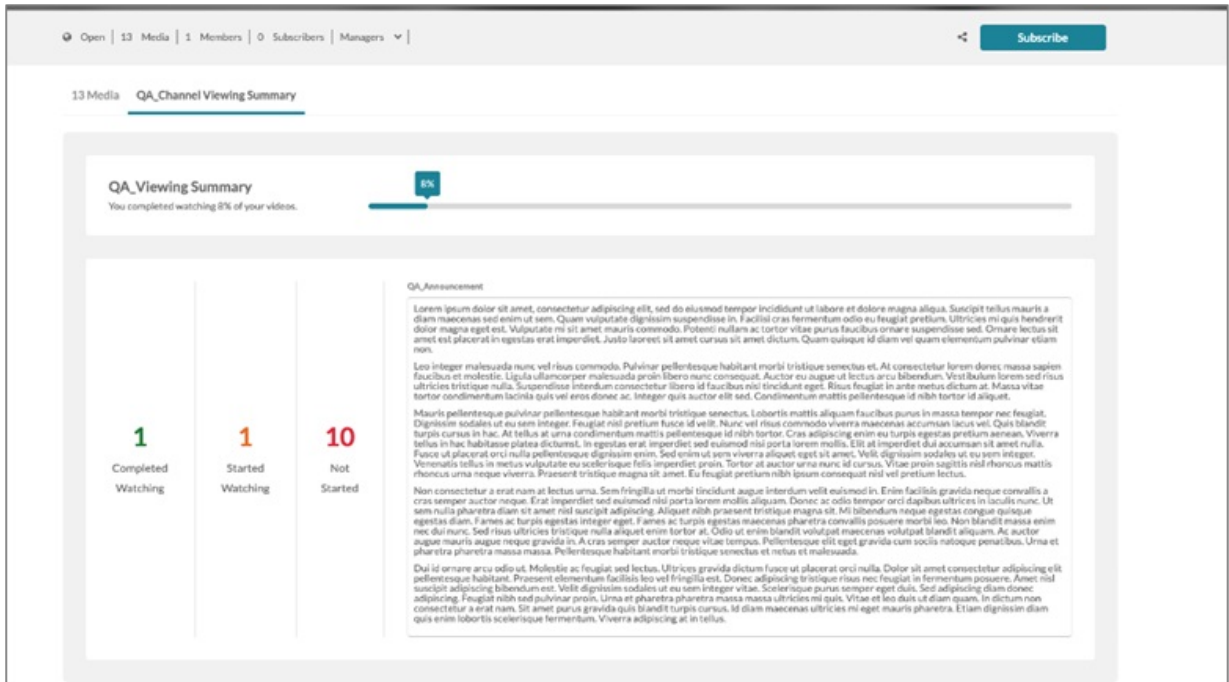
As a channel member, you can view your history within a specific channel, including your overall viewing percentage. You'll see how many videos you've completed, started, or haven't started watching. You can also view announcements from the channel manager.

The overall progress bar updates dynamically with video additions and removals. You can remove videos from your channel viewing history.

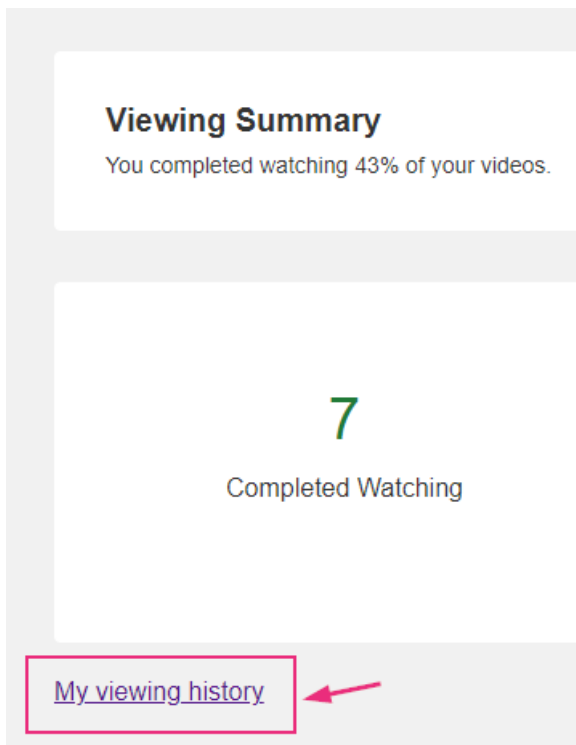
Entries can belong to multiple channels, so watching a video affects all related channel histories. For best results, maintain unique video entries per channel.

1. Select **My Channels** from the user drop-down menu and then click on a channel.
2. Click on the **Channel History Summary** tab.

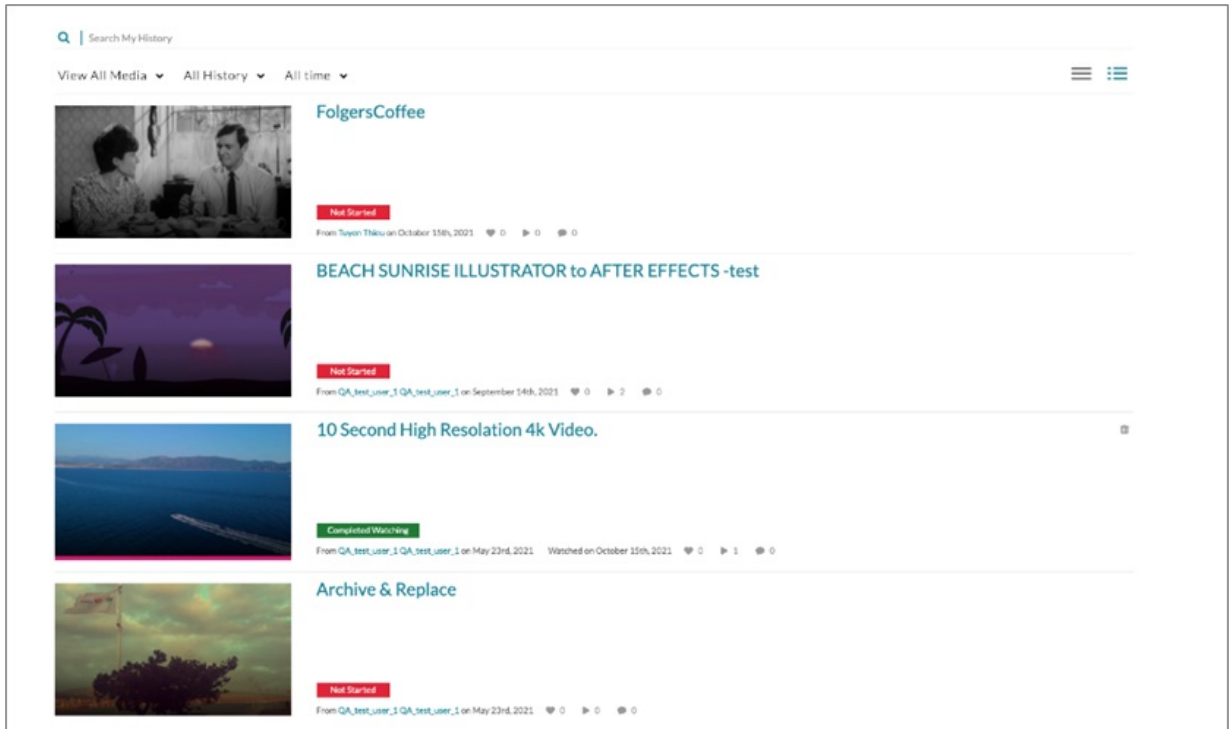
Channel history summary displays.



3. Just below the Viewing Summary, you can click **My viewing history** to view the overall history.



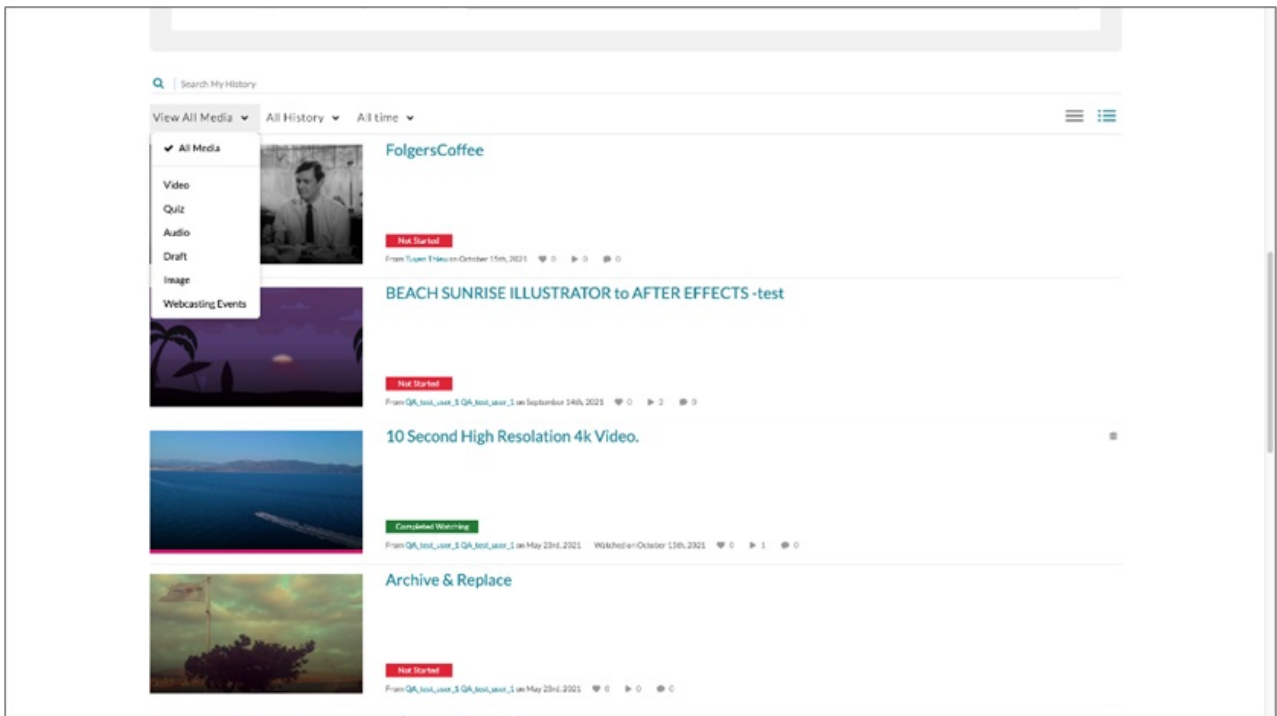
The **My History** page displays.



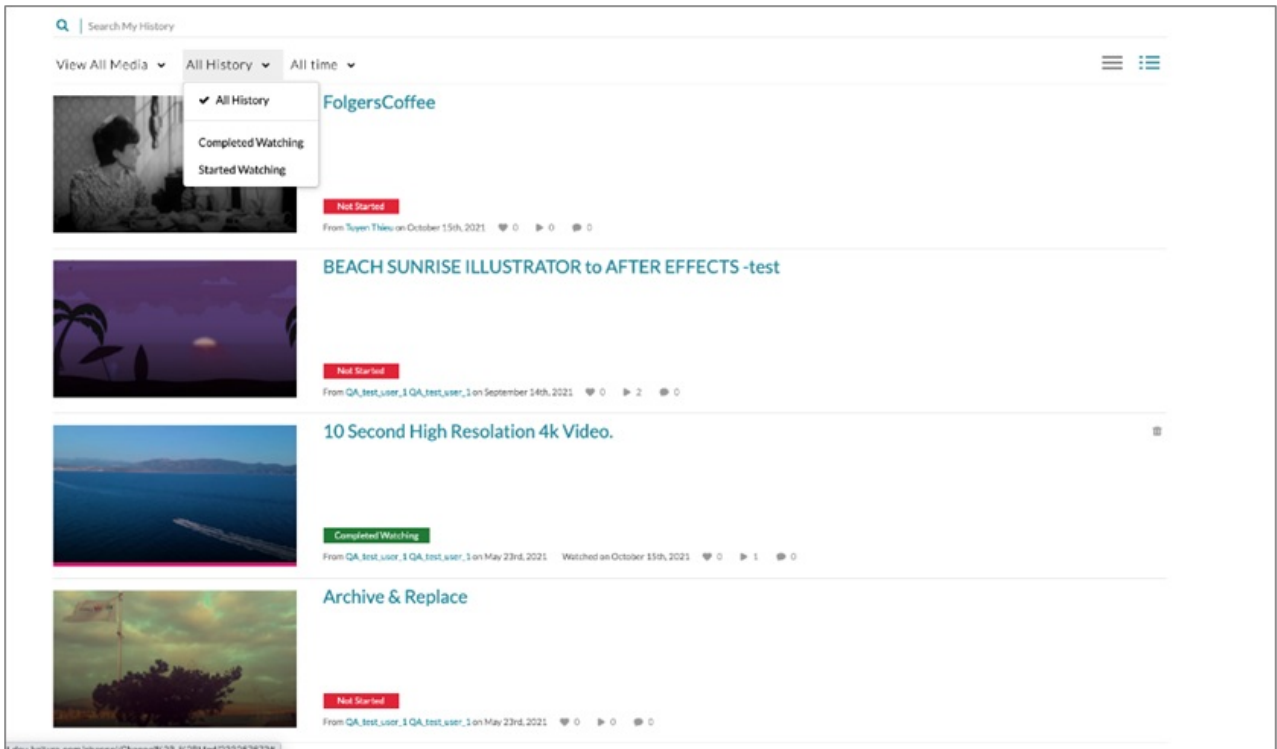
## Filter history results

Results can be filtered in the following ways:

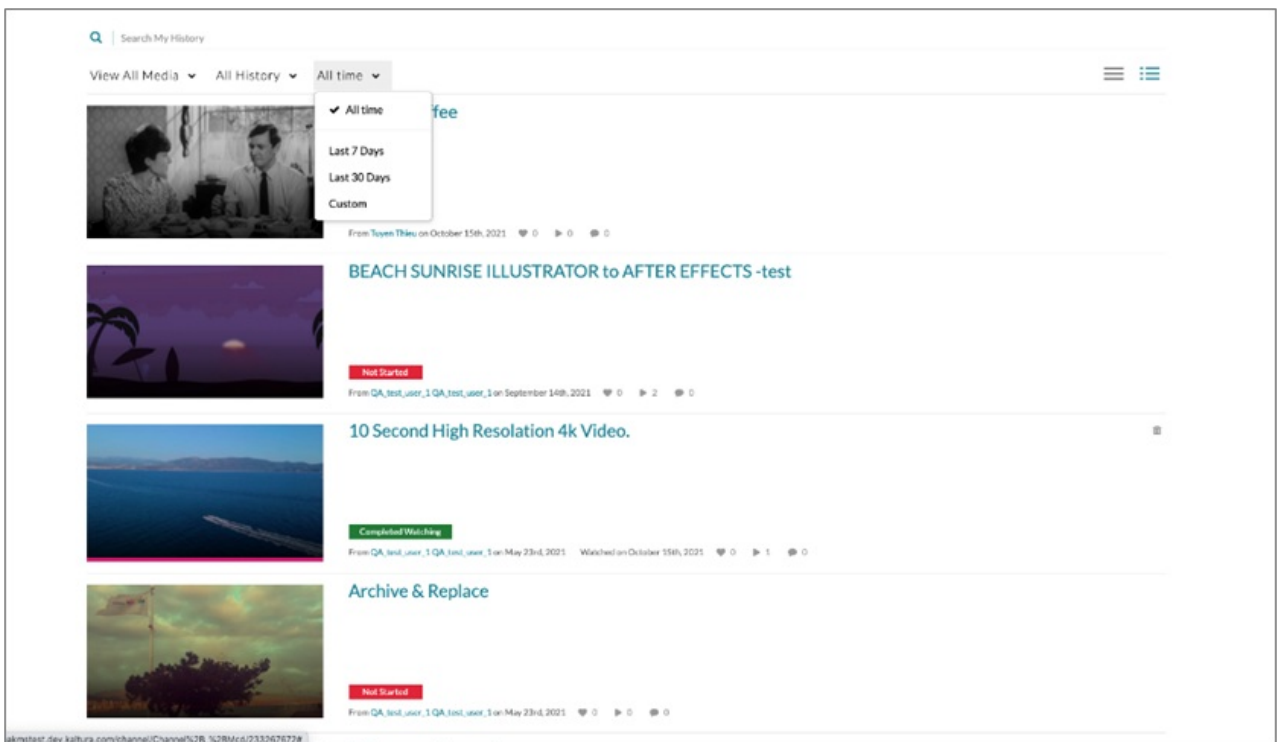
### Filter by Types of Media



Filter by viewing history (All history, Completed watching, Started watching)



Filter by viewing history time range (All time, Last 7 days, Last 30 days, Custom date range)



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