

# Media metadata in Canvas

Last Modified on 06/12/2025 1:40 pm IDT

 This article is designated for faculty members.

## About

Media metadata is the info that describes a media file, like title, author, date, tags, and format. It helps you organize, search, and manage your content more easily.

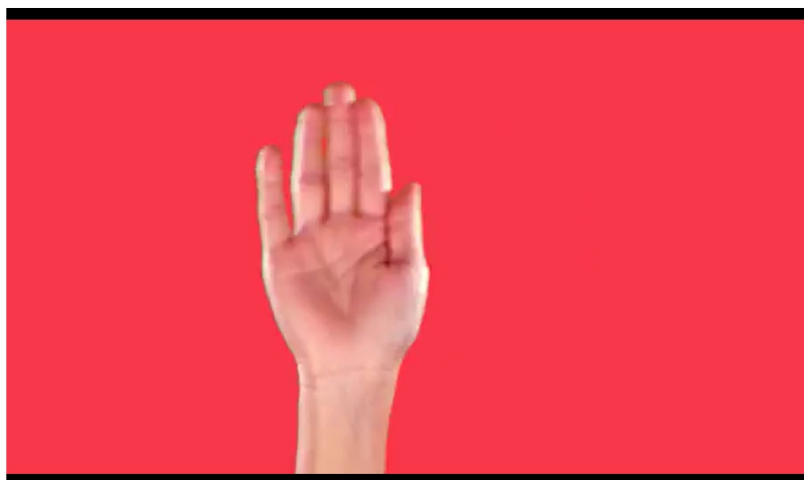


The [Metadata module](#) must be enabled for this feature to work.

## Add or edit metadata

1. Access the edit media page.

### Demo



#### Basic Info

Creator: Louise Smith

Owner: [Louise Smith](#)

Media Entry ID: 1\_joe8jpgp

Media Type: Video

Publish Status: Published

Creation date:  
August 05, 2024 2:47 PM Asia/Jerusalem

Update date:  
September 02, 2024 12:55 PM Asia/Jerusalem

Media asset update date:  
August 05, 2024 2:48 PM Asia/Jerusalem

[Launch Editor](#)


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[Registration](#) [Chat](#)

Name:  
(Required)

Demo

The **Details** tab displays by default.



Details
Languages
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Options
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Registration
Chat

Name: (Required)

Description:

Black ▼
Bold
Italic
Underline
List
Grid
Table
Table of Contents
Link
Image

Enter Description...

Tags:

ⓘ Click to add required metadata for shared repository

Department Name:

Department Division:
 ▼

Date Established:

## 2. Fill in or modify the various metadata fields:

- **Name** - A name for your media item (required).
- **Description** - A description for your media item. Use the buttons above the text box to format the description text.
- **Tags\*** - Tags to identify your media item. For ease of use and to encourage tag consistency, as you type, suggestions are displayed based on tags already used in this account.

Details
Languages
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Registration

Name:  
(Required)
REINO de LEONES #1\_ MANADA en CONFLICTO

Description:

Black
Bold
Italic
Underline

Enter Description...

Tags:

36 h
10 km
45 grados
3 km
40 %
2 h
45 amenazados
1 min
1 %
2 kg
30 km
130 kg
5 km

¿
¿sobrevivirán
¿trifulca familiar
fauna salvaría viene aquí
[noise] eva echa
[music] permitiendo

[noise] poder verlos así
[music] según anochece
[music] mecanismos
¿ves hacia dónde miran
[music] ahora mismo

[music] normalmente
[music] siguiendo
[music] deben registrar cada paso
[music] [noise]
[music] ahora
[noise] aquí

36 horas
[music] greys
[music] puede
[noise] i
[music] creí
80 kilómetros
60 kilómetros
11

botta mosca cori silone
suter messana poetica mache texte imamenterritorial hollywood
vision lorina jena
immerde la schon

neuekido suri
geroi castillo masse
safía comer lames de los
socorroriolockvogel schon mal
messe debora code

de mao neu drei
andreasunion las matematik laubla la lala
leon las massive grande
la cason perfekt ladina caere

presa lava vene largo de la venz
bill loaf fara unna
sitis maske leone siebenextremen
gigant deso macho besaß

reform primitiv protektorlehrer maman
diallo radio differentialfinde di minut kurieren idee

Please enter 3 or more characters

Department Name:

Department Division:
Select a value

Date Established:

### 3. Click **Save**.

\* Tags are useful for the following:

- Searching - You can search by metadata (tags) in the global search to find specific content.
- Related media (works specifically only with tags). Any media that has an identical tag to the current one viewed, is displayed in the related bar on the right.



Depending on how your account is configured, there could be additional metadata fields, some of which may be required for publishing.