

Set up a KAF root category in KMC

Last Modified on 09/05/2024 5:18 pm IDT

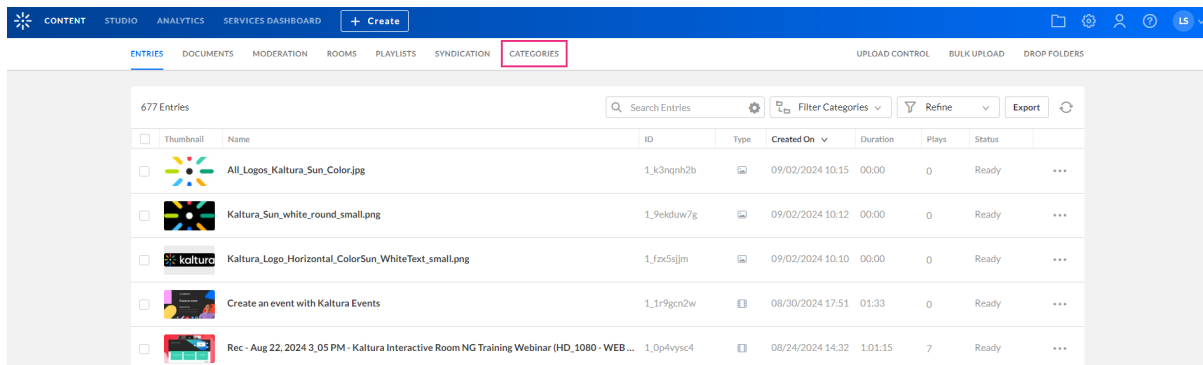
 This article is designated for administrators.

About

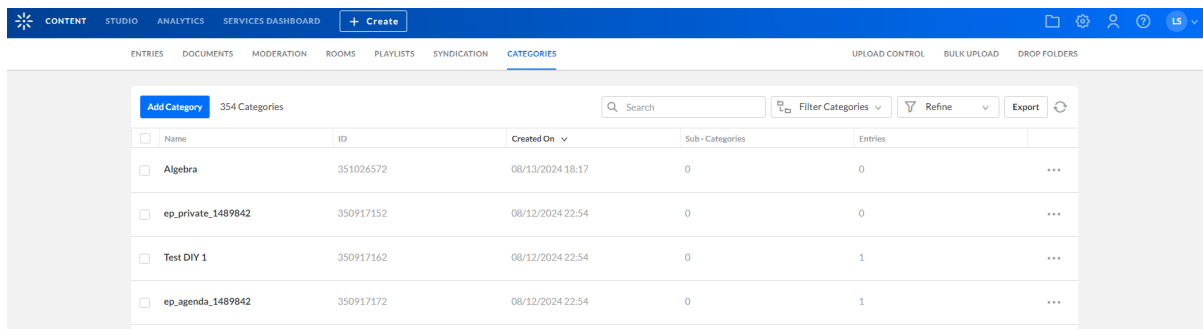
This guide describes how to create a root category in the KMC, if not already created for you by your Kaltura representative.

Set up category

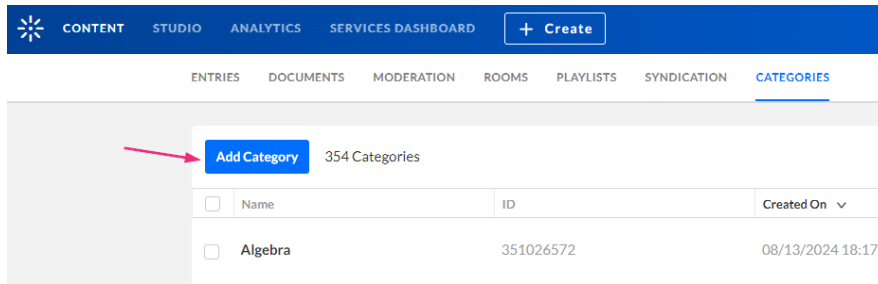
1. Log into the [KMC](#).
2. On the **Content** page, click the **Categories** tab.



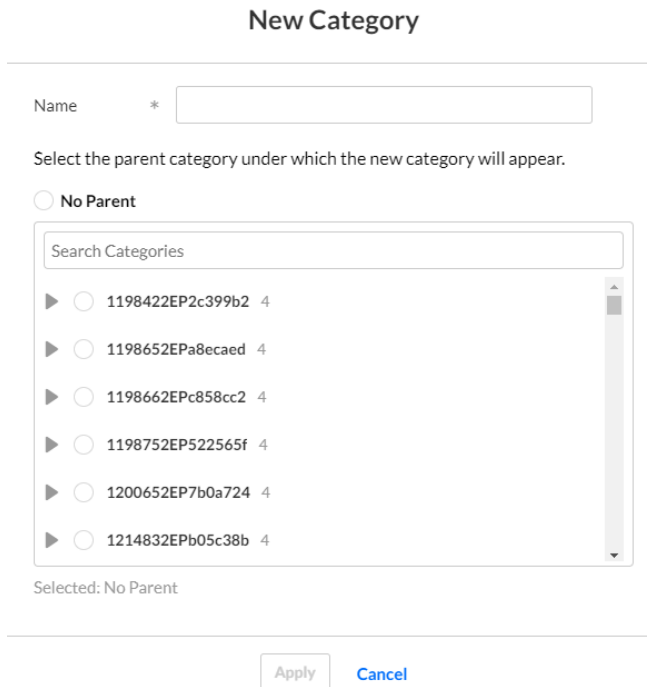
The Categories page displays.



3. Click **Add Category**.



The **New Category** window displays.



4. Type a name for the new category and select **No parent** (this will create a root category).

New Category

Name *

Select the parent category under which the new category will appear.

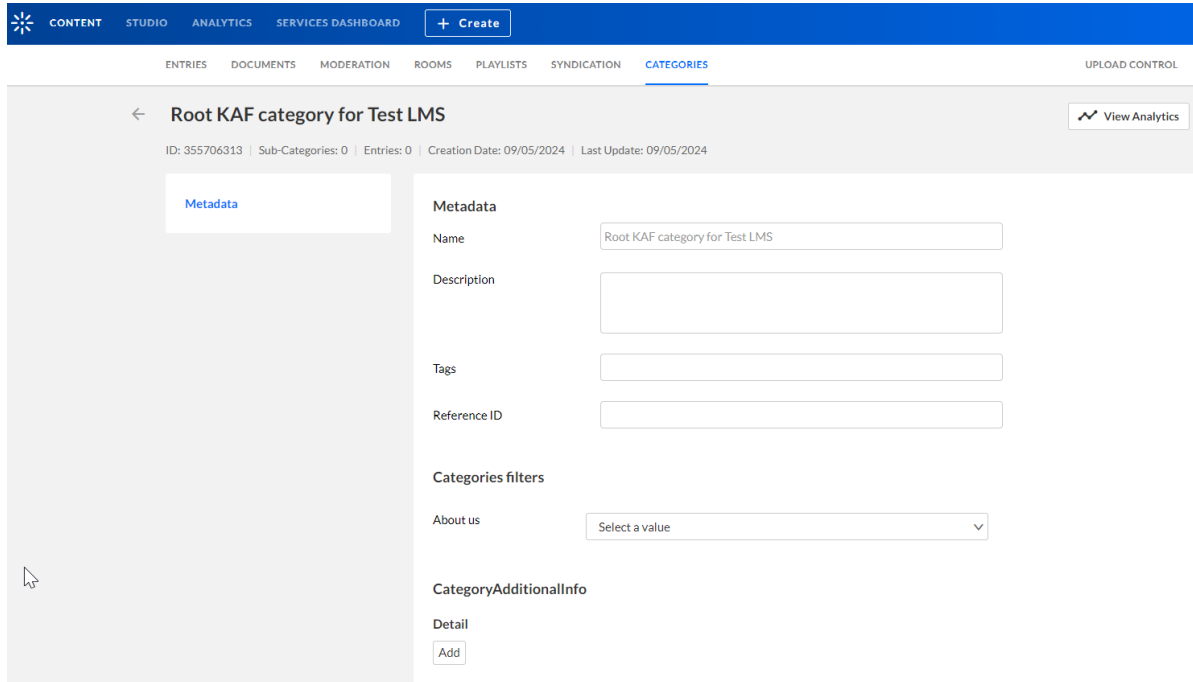
No Parent

- 1198422EP2c399b2 4
- 1198652EPa8ecaed 4
- 1198662EPc858cc2 4
- 1198752EP522565f 4
- 1200652EP7b0a724 4
- 1214832EPb05c38b 4

Selected: No Parent

5. Click **Apply**.

The metadata page displays.



The screenshot shows the 'Categories' page in the Kaltura interface. The breadcrumb trail is 'CONTENT > STUDIO > ANALYTICS > SERVICES DASHBOARD > + Create > CATEGORIES'. The current page title is 'Root KAF category for Test LMS'. Below the title, there are statistics: 'ID: 355706313 | Sub-Categories: 0 | Entries: 0 | Creation Date: 09/05/2024 | Last Update: 09/05/2024'. A 'View Analytics' button is visible. The 'Metadata' section is active, showing fields for Name (filled with 'Root KAF category for Test LMS'), Description, Tags, and Reference ID. Below these is a 'Categories filters' section with an 'About us' dropdown menu set to 'Select a value'. At the bottom, there is a 'CategoryAdditionalInfo' section with a 'Detail' sub-section and an 'Add' button.

6. (optional) Type a Description, Tags, and a Reference ID for the new category.

7. Click **Save**.

← Root KAF category for Test LMS View Analytics Save

ID: 355706313 | Sub-Categories: 0 | Entries: 0 | Creation Date: 09/05/2024 | Last Update: 09/05/2024

Metadata

Metadata

Name

Description

Tags testing LMS

Reference ID

Categories filters

About us

8. Click the back arrow to return to the Categories page.

CONTENT STUDIO ANALYTICS SERVICES DASHBOARD + Create

ENTRIES DOCUMENTS MODERATION ROOMS PLAYLISTS SYNDICATION CATEGORIES

← Root KAF category for Test LMS

ID: 355706313 | Sub-Categories: 0 | Entries: 0 | Creation Date: 09/05/2024 | Last Update: 09/05/2024

Metadata

Metadata

Name

Description

Your new category now shows in the list of categories.

CONTENT STUDIO ANALYTICS SERVICES DASHBOARD + Create

ENTRIES DOCUMENTS MODERATION ROOMS PLAYLISTS SYNDICATION CATEGORIES UPLOAD CONTROL BULK UPLOAD DROP FOLDERS

Add Category 355 Categories Search Filter Categories Refine Export

<input type="checkbox"/>	Name	ID	Created On	Sub-Categories	Entries	
<input type="checkbox"/>	Root KAF category for Test LMS	355706313	09/05/2024 15:04	0	0	...
<input type="checkbox"/>	Algebra	351026572	08/13/2024 18:17	0	0	...