

# Add content to a channel from a shared repository in legacy Video Portal

Last Modified on 06/04/2026 9:15 am IDT

 This article is designated for all users.

## About

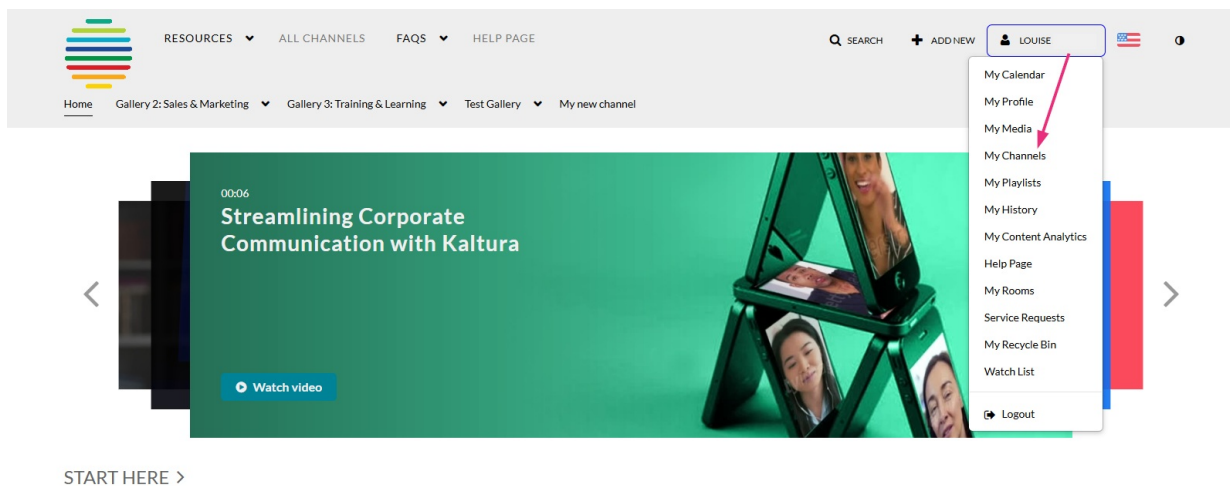
You can easily add content to a channel from a shared repository by browsing the repository, selecting the desired media, and publishing it to the channel.

This allows you to share relevant content with channel members quickly and efficiently.

These instructions apply to the **legacy Video Portal**. If you're using the Theming-based Video Portal, please refer to the [Content Hubs category](#).

## Access the channel

1. From the user drop-down menu, select [My Channels](#).



The My Channels page displays.

## My Channels

Search For Channels

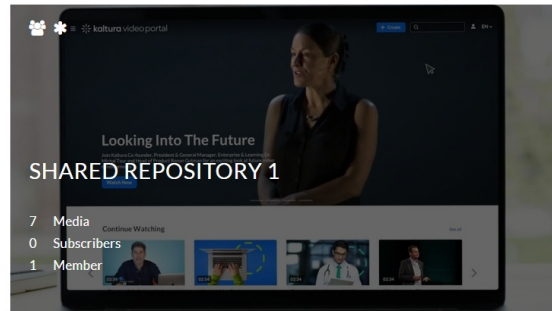
Filters > Sort By: Media Count ▾

[+ Create Channel](#)



**TRAINING CHANNEL**

- 17 Media
- 0 Subscribers
- 1 Member



**SHARED REPOSITORY 1**

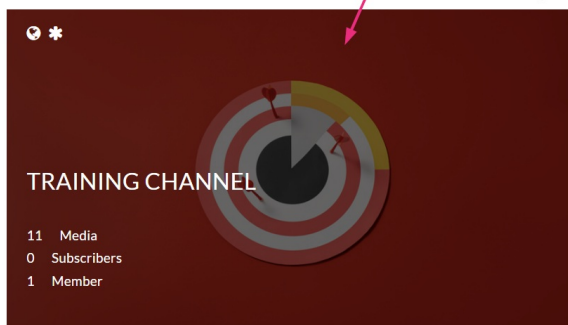
- 7 Media
- 0 Subscribers
- 1 Member

2. Click on the channel that you'd like to add content to.

## My Channels

Search For Channels

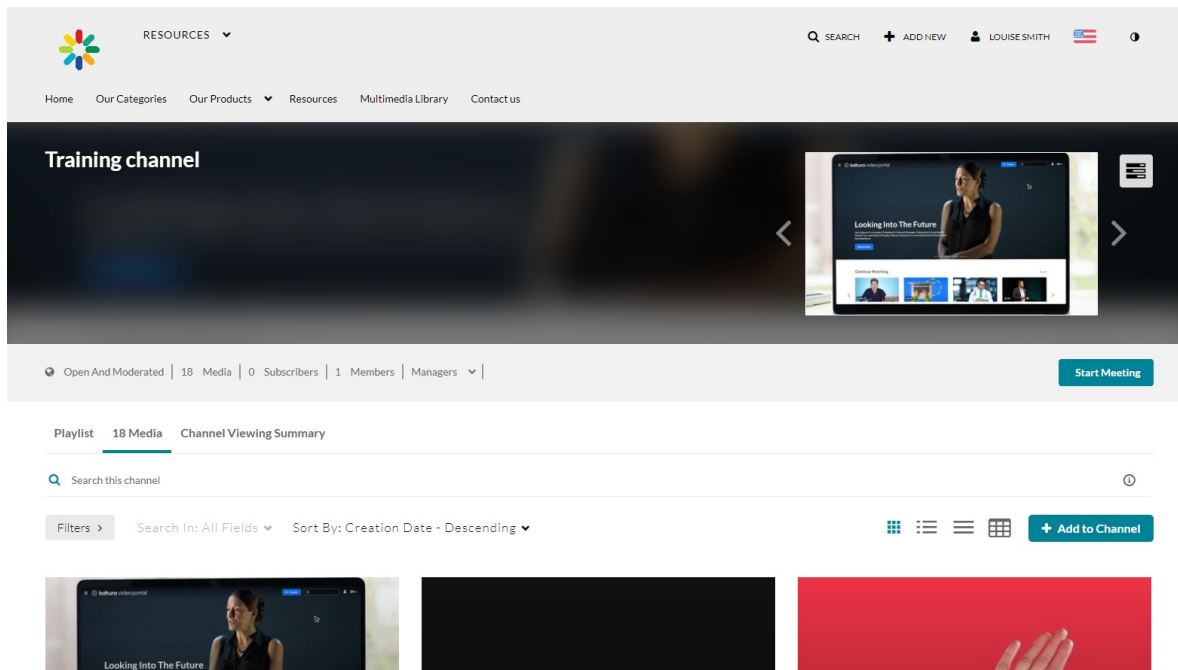
Filters > Sort By: Media Count ▾



**TRAINING CHANNEL**

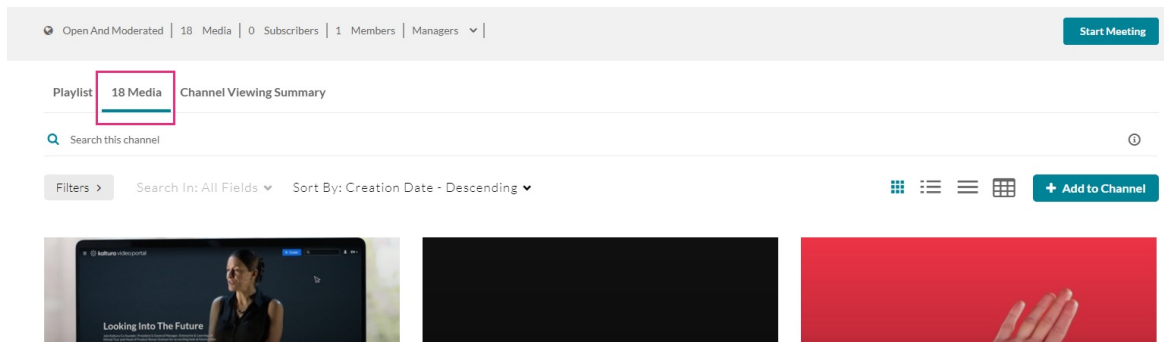
- 11 Media
- 0 Subscribers
- 1 Member

The channel page displays.

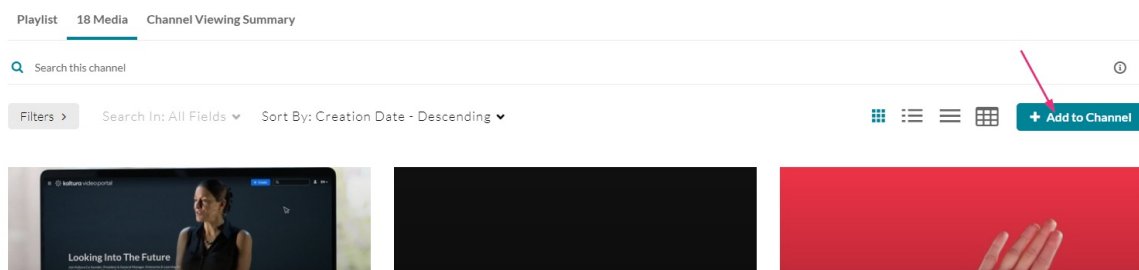


## Add content to the channel

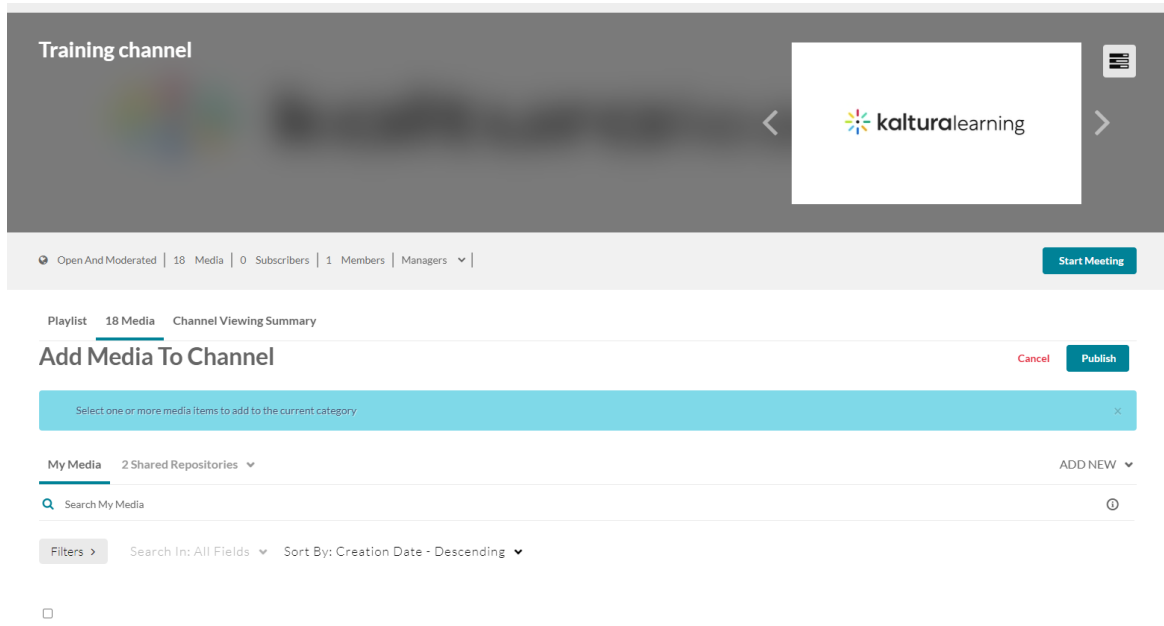
1. If the **Media** tab isn't already open by default, click on it to display the media.



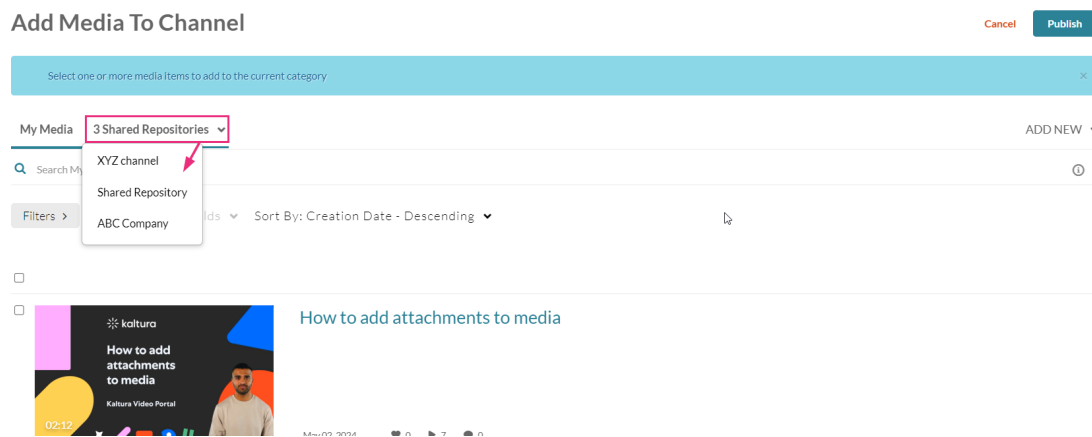
2. Click **+Add to Channel**.



3. The **Add Media to Channel** section displays.



4. Click on the **Shared Repositories** tab and select the desired shared repository from the drop-down list.



The content of the shared repository you selected displays.

## Add Media To Channel

Cancel Publish

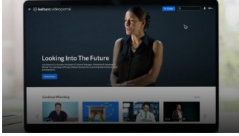
Select one or more media items to add to the current category

My Media Shared Repository 1

ADD NEW

Search Repository


Filters Search In: All Fields Sort By: Creation Date - Descending

 **Kaltura Training Services Overview**

tags more tags new tags


Owner 0 40 0

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 **Clip 2 of AI and robotics**


Books open doors to new worlds, ideas, and experiences. They transport readers through time and space, offering knowledge, entertainment, and inspiration. Whether fiction or non-fiction, each

5. Select items you want to add to the channel by clicking the check box(es) to the left of the media item(s).

 **How to create a home page and landing pages in the Video Portal (Source)**


Owner & Co-Publisher & Co-Editor 0 59 0

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 **Climbing the Corporate Ladder: Strategies for Success**

Owner April 27, 2024 0 18 0

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 **Tech lab**

You can also search for items by typing a keyword into the search field and using the filters.

**Add Media To Channel** Cancel Publish

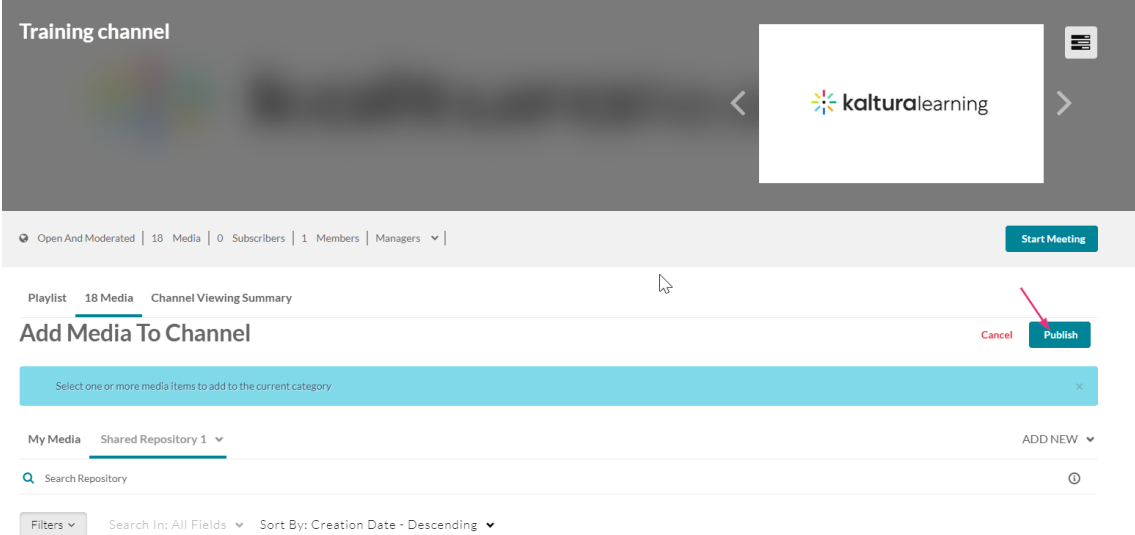
Select one or more media items to add to the current category

My Media Shared Repository 1 ADD NEW

Search Repository

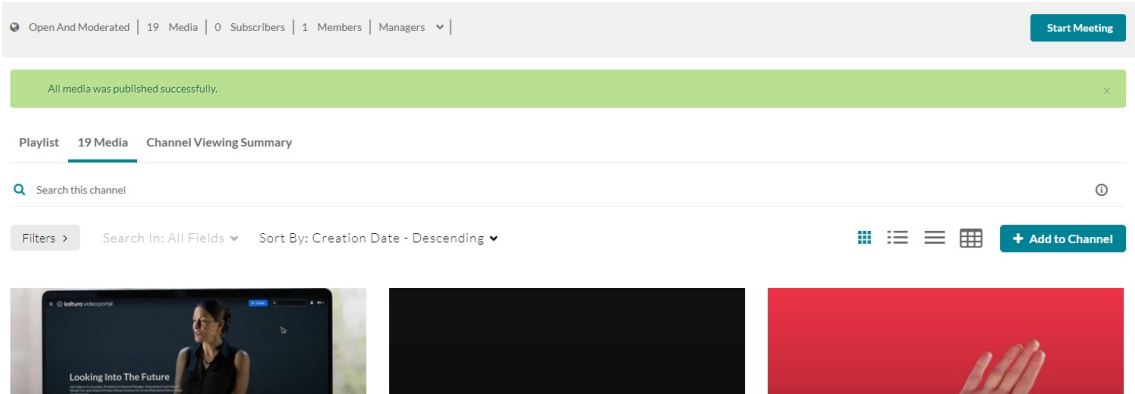
Filters Search In: All Fields Sort By: Creation Date - Descending

6. After you have selected the desired content, click **Publish** at the top right.



The screenshot shows the 'Training channel' interface. At the top, there's a header with the channel name and a 'Start Meeting' button. Below that, a navigation bar shows '18 Media', '0 Subscribers', and '1 Members'. The main area is titled 'Add Media To Channel' and features a search bar for 'Shared Repository 1'. A red arrow points to the 'Publish' button in the top right corner of the dialog.

A success message displays: *All media was published successfully.*



The screenshot shows the 'Training channel' interface after a successful media upload. A green success message banner reads 'All media was published successfully.' Below the banner, the media count has increased to '19 Media'. The main area displays a list of media items, including a video thumbnail titled 'Looking Into The Future' and a red image thumbnail.

The content has been added to the channel.