Delete a playlist in Canvas - Theming

Last Modified on 09/30/2024 2:45 pm IDT

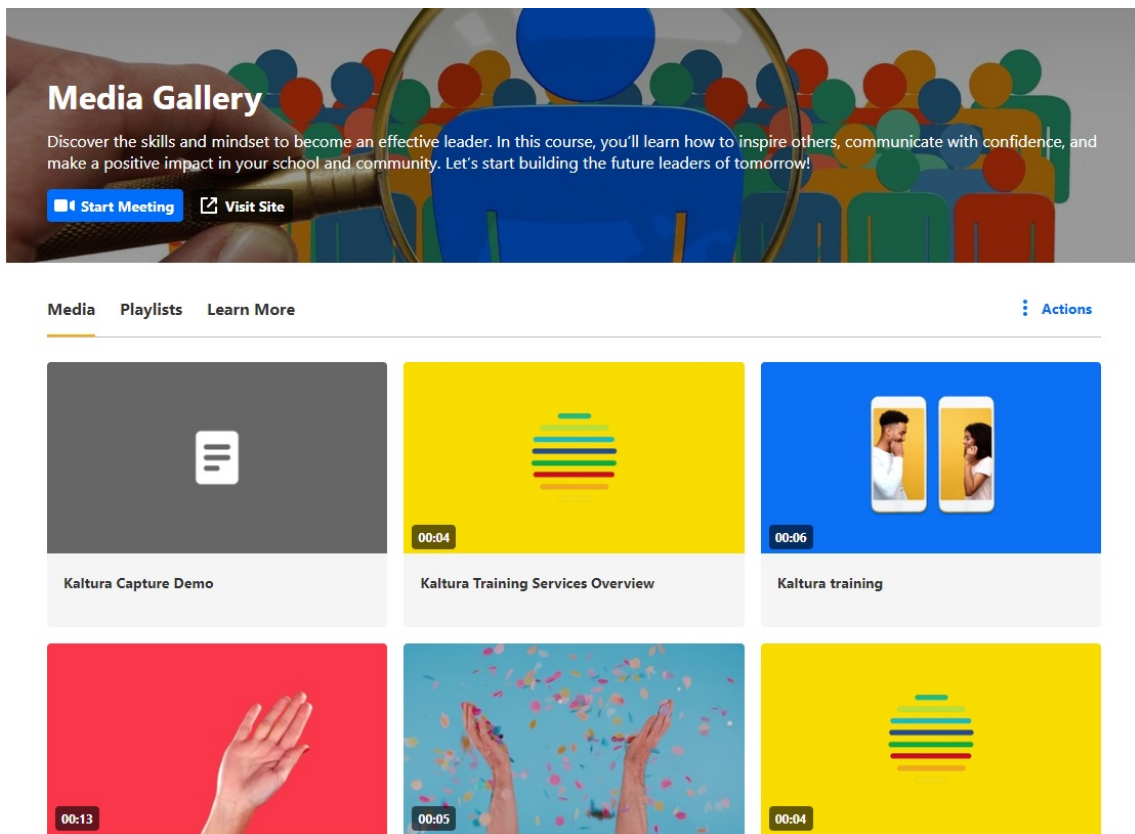> 🔏 **This article is designated for faculty members.**

About

Refreshing your Media Gallery by removing outdated playlists helps keep your content up-to-date and engaging.
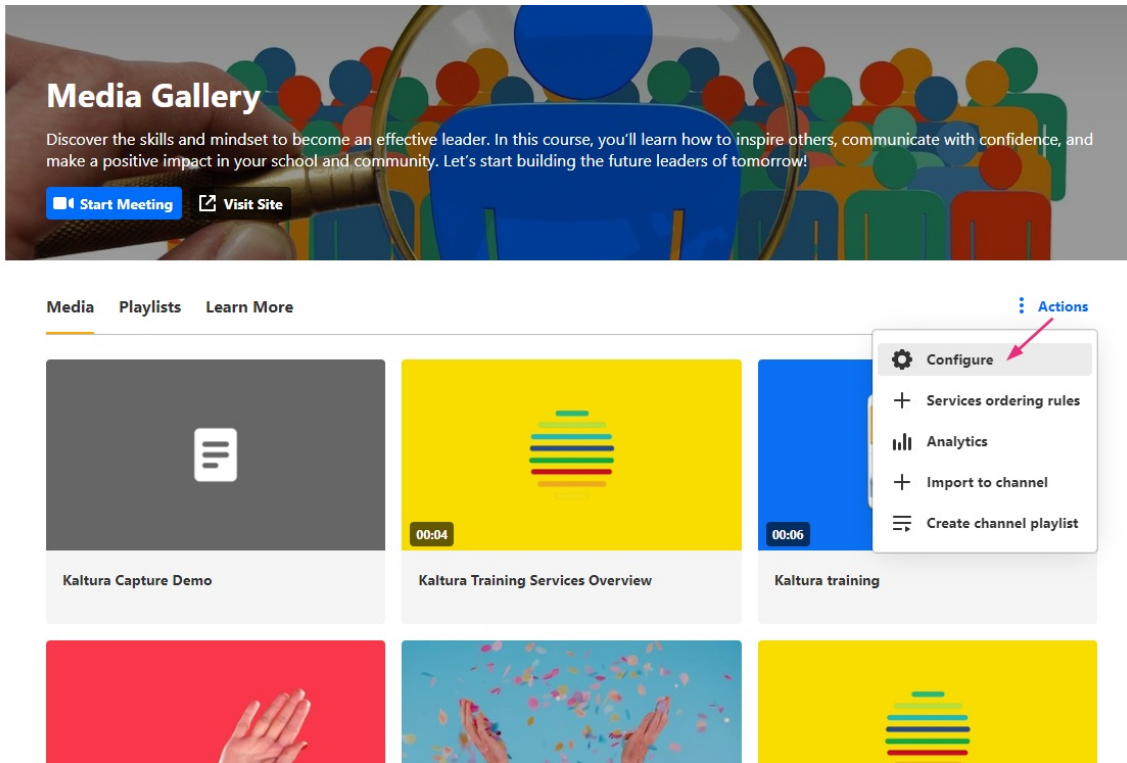
> 💡 The instructions below are for Theming users. If you don't have Theming enabled on your account, please refer to our article Delete a playlist.

Access the edit playlist page

1. Access the Media Gallery.

2. At the top right of the Media Gallery, click the **Actions** menu and select **Configure**.

The **Edit Media Gallery** page displays.

3. Click the **Playlists** tab.

The playlists in your Media Gallery display.

![Kaltura logo]

Edit Media Gallery

Details | Playlists

13 Playlists

| | Search Playlists | | + Create Channel Playlist |

	Title	Type	Description	Entries	Actions
⠿	My Playlist 312809	Manual		3	✏️ 🗑️
⠿	This Is A New Playlist	Manual	This is a great playlist	3	✏️ 🗑️
⠿	Training Playlist	Manual	This is a training playlist.	3	✏️ 🗑️
⠿	Adi Playlist	Manual		5	✏️ 🗑️
⠿	Playlist 2	Manual		4	✏️ 🗑️
⠿	My Playlist	Manual		5	✏️ 🗑️
⠿	Demo 7/11/23	Manual		6	✏️ 🗑️
⠿	Semester 4	Manual		6	✏️ 🗑️
⠿	Adi Playlist Demo 1	Manual		1	✏️ 🗑️
⠿	New Playlist	Manual	This is my new playlist.	4	✏️ 🗑️

Delete a playlist

1. Locate the desired playlist and click the trash icon at the far right.

Edit Media Gallery

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	Title	Type	Description	Entries	Actions
⠿	My Playlist 312809	Manual		6	Delete Playlist
⠿	This Is A New Playlist	Manual	This is a great playlist	3	✏️ 🗑️
⠿	Training Playlist	Manual	This is a training playlist.	3	✏️ 🗑️
⠿	Adi Playlist	Manual		5	✏️ 🗑️
⠿	Playlist 2	Manual		4	✏️ 🗑️
⠿	My Playlist	Manual		5	✏️ 🗑️

A warning message displays: *Are you sure you want to delete the playlist [name]?*

Delete Playlist

Are you sure you want to delete the playlist *This is a new playlist*?

Cancel   **Delete**

2. Click **Delete**.

A success message displays: *The playlist [name] was deleted successfully.*

Edit Media Gallery

Details   Playlists

The playlist *This is a new playlist* was deleted successfully   ✕

12 Playlists

🔍 | Search Playlists   **➕ Create Channel Playlist**

	Title	Type	Description	Entries	Actions
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⠿	Training Playlist	Manual	This is a training playlist.	3	✏️ 🗑️
⠿	Adi Playlist	Manual		5	✏️ 🗑️

[template("cat-subscribe")]