

# Remove media from a playlist in Canvas

Last Modified on 05/12/2026 2:50 pm IDT

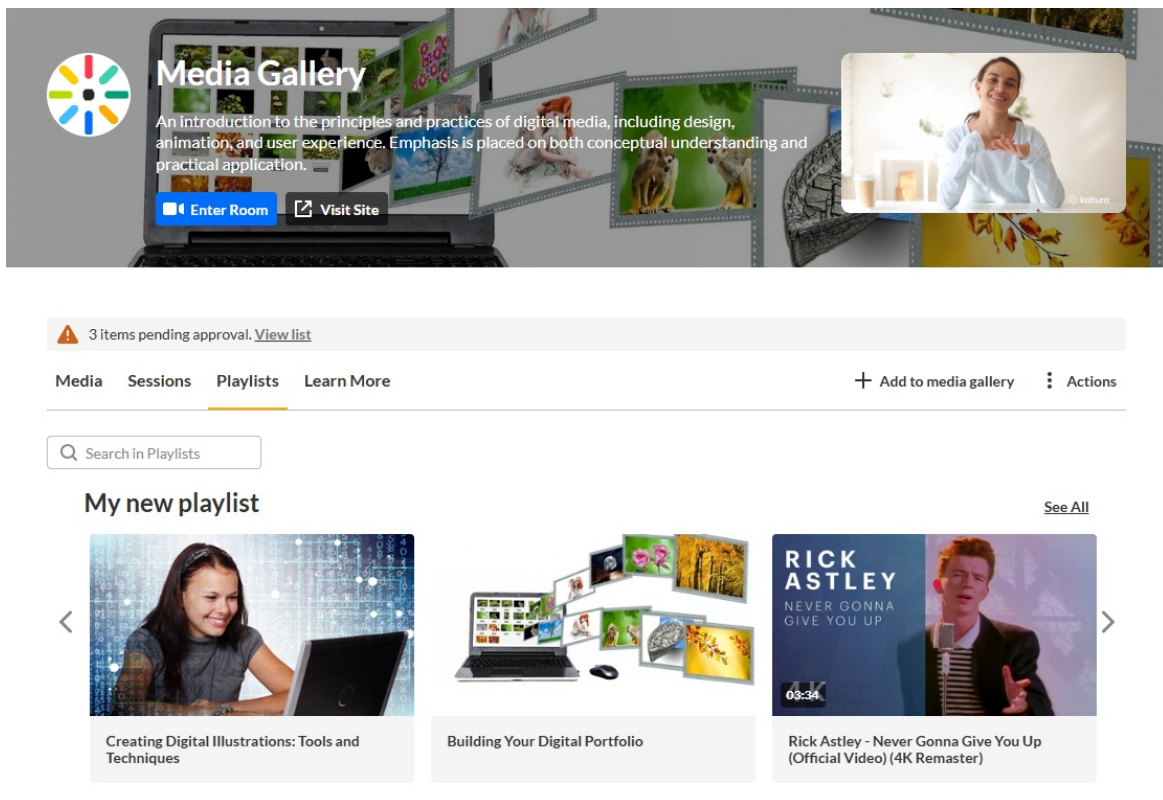
 This article is designated for faculty members.

## About

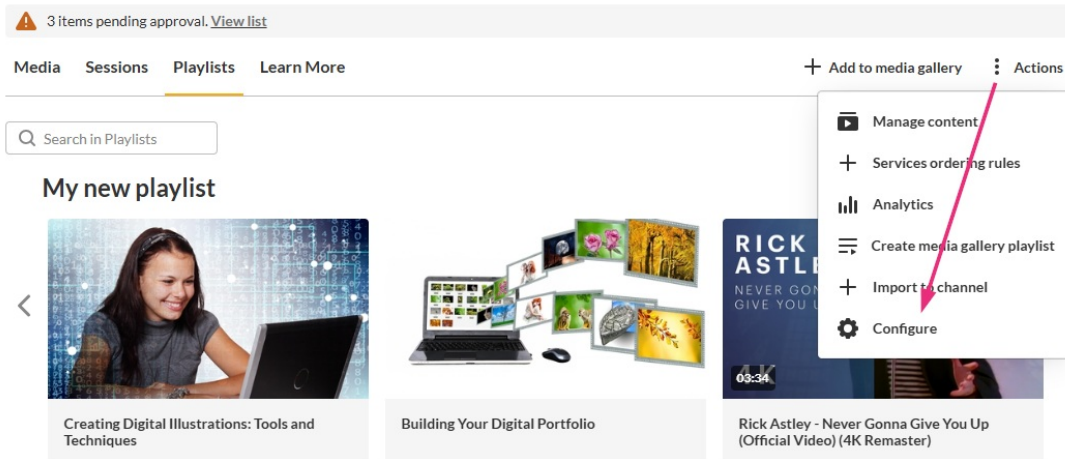
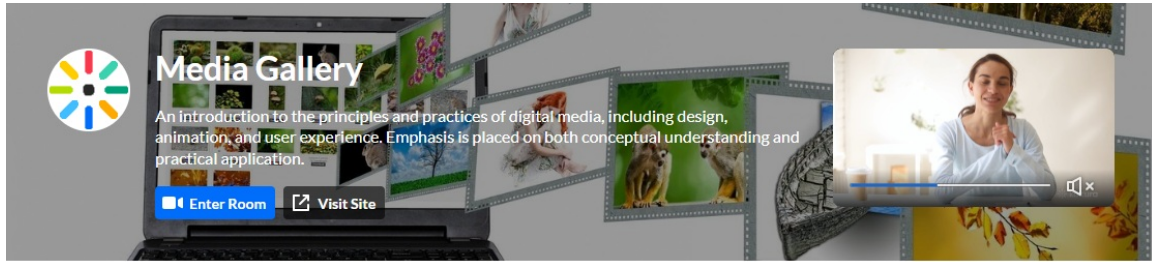
Refreshing your playlists by removing outdated content helps keep your content up-to-date and engaging.

## Access the edit playlist page

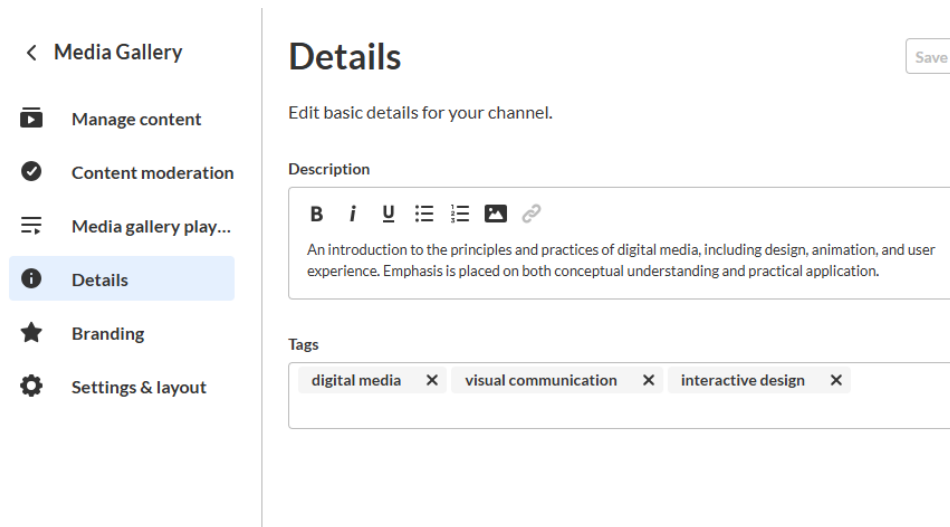
1. Access the Media Gallery.



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



The edit page opens on the **Details** tab by default.



3. In the left navigation panel, click **Media gallery playlists**.







Media Gallery

- Manage content
- Content moderation
- Media gallery play...**
- Details
- Branding
- Settings & layout

## Media gallery playlists

Update and arrange your playlists to shape your media gallery content.

Search 16 Playlists + Create media gallery playlist





	Name	Items	
= 1	 My new playlist	4	! ...
= 2	 Introduction to Digital Arts and Sciences	8	! ...
= 3	 My Playlist 531802	5	! ...
= 4	 My Playlist 312809	5	! ...
= 5	 Training playlist	3	! ...
= 6	 My Playlist	5	! ...

4. Locate the desired playlist, click the **three-dot menu** and select **Edit**.

## Media gallery playlists

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	Name	Items	
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= 2	 Introduction to Digital Arts and Sciences		
= 3	 My Playlist 531802		
= 4	 My Playlist 312809	5	! ...

Play Media

**Edit**





Delete

The edit playlist page displays.

My new playlist Content Info Save

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4 Items + Add to playlist

= 1		<b>Creating Digital Illustrations: Tools and Techniques</b> Image • Created by Customer Training	⊖
= 2		<b>Building Your Digital Portfolio</b> Image • Created by Customer Training	⊖
= 3		<b>Rick Astley - Never Gonna Give You Up (Official Video) (4K Remaster)</b> YouTube • Created by Customer Training	⊖
= 4		<b>Introduction to Video Production</b> Video • Created by Customer Training	⊖

## Remove media

Click the **remove icon** to the far right of an item to take it off the playlist.

4 Items + Add to playlist

= 1		<b>Creating Digital Illustrations: Tools and Techniques</b> Image • Created by Customer Training	 <b>Remove</b>
= 2		<b>Building Your Digital Portfolio</b> Image • Created by Customer Training	⊖

The item is removed.



This does not delete the media from your account.