


# Set up channel moderation in Video Portal

Last Modified on 04/18/2026 10:08 am IDT

 This article is designated for all users.

## About

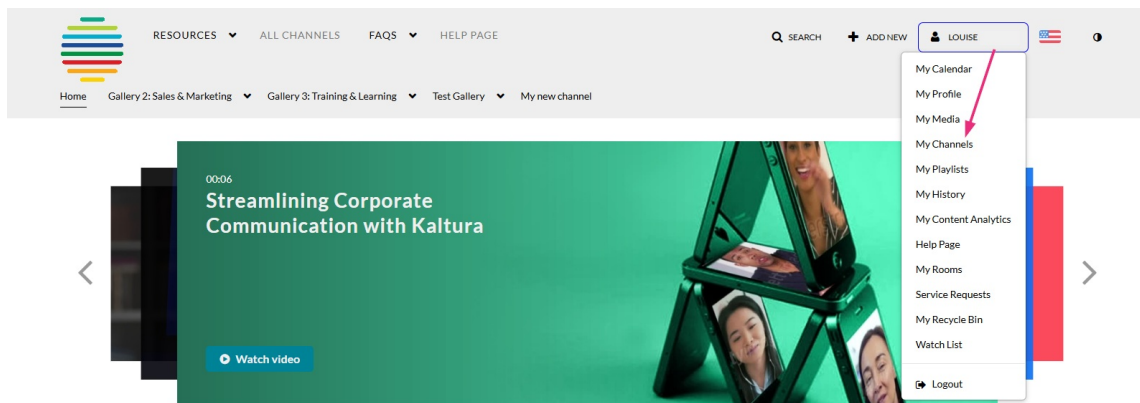
Channel managers and moderators can approve or reject content when moderation is required before media is displayed, ensuring that all content aligns with community standards before going live.

 To use channel moderation, both the [channelThemingUI module](#) and the [channelModeration module](#) must be enabled.

These instructions apply to the **legacy Video Portal**. If you're using the new Video Portal with Theming, see the [Content Hubs category](#).

## Enable channel moderation

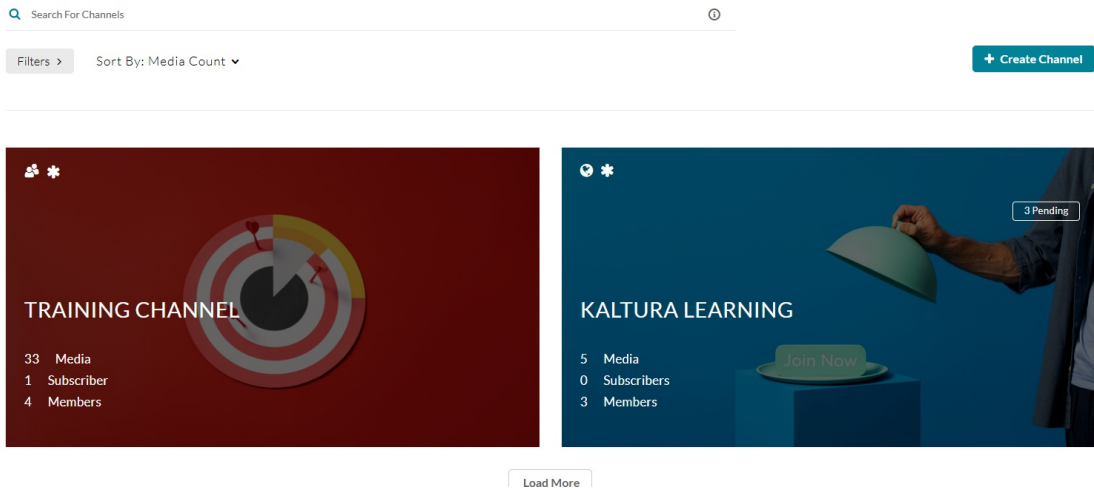
1. Select **My Channels** from the user menu



START HERE >

The My Channels page displays.

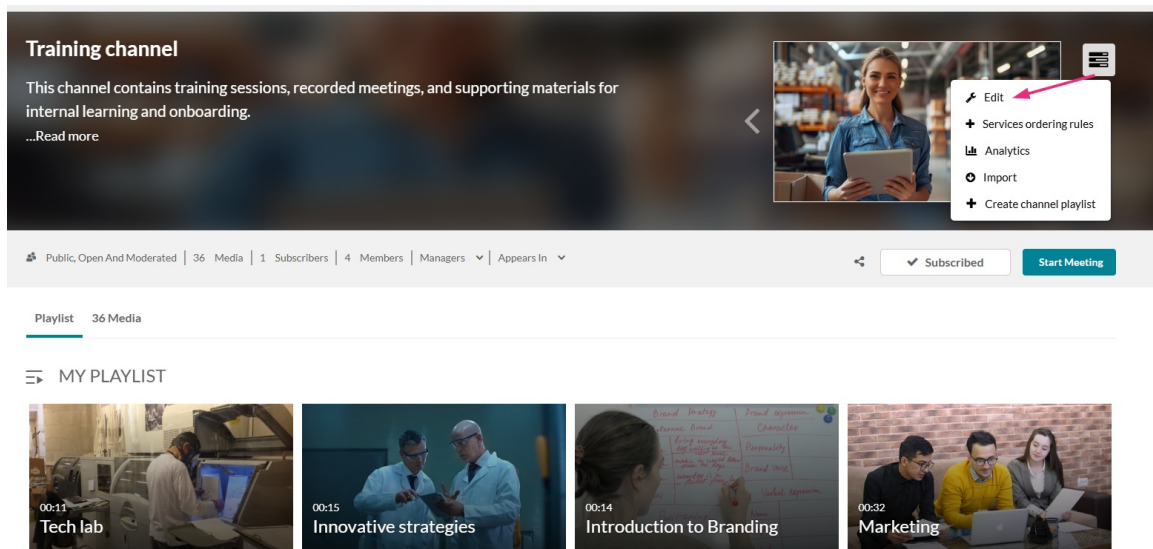
## My Channels



2. Click the thumbnail of the desired channel.

The channel page opens.

3. Click **Actions** at the far right and select **Edit** from the drop-down menu.



The edit page displays.

## Edit Training channel

Details Theme Playlists Users Collections Advanced Settings

Name:  (Required)

Description: **Black** ▼ **Bold** *Italic* Underline [List Icons] [Link Icon] [Image Icon]

Tags:

- Privacy:
- Open** - All logged in users can view and contribute content (contribution is not allowed for viewer-role users).
  - Restricted** - All logged in users can view content and only channel members can contribute content.
  - Private** - Only channel members can view and contribute content.
  - Shared Repository** - Only channel members can view and contribute content; Content may be published to other channels, according to publishing entitlements.
  - Public, Restricted** - Anyone can view content (including anonymous not logged-in users). Only channel members can contribute content according to their publishing entitlements.
  - Public, Open** - Anyone can view content (including anonymous not logged-in users) and all logged in users can contribute content.

### 4. Scroll down to the **Options** section and check the box next to **Moderate content**.



This must be enabled by your administrator in the [Channelmoderation module](#).

Name:  (Required)

Description: **Black** ▼ **Bold** *Italic* Underline [List Icons] [Link Icon] [Image Icon]

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  - Shared Repository** - Only channel members can view and contribute content; Content may be published to other channels, according to publishing entitlements.
  - Public, Restricted** - Anyone can view content (including anonymous not logged-in users). Only channel members can contribute content according to their publishing entitlements.
  - Public, Open** - Anyone can view content (including anonymous not logged-in users) and all logged in users can contribute content.

- Options:
- Moderate content (Media will not appear in channel until approved by channel manager)**
  - Enable comments in channel
  - Keep comments private to channel.
  - Force media published only to this channel to always be played in the context of the channel
  - Enable subscription to channel (link to subscribe <https://4834032.mediaspace.kaltura.com/channel/Training+channel/336930422/subscribe>)
  - Enable Embed Grab
  - Enable the channel TV for sessions on this channel
  - Enable Newrow Live Room

### 5. Click **Save**.

Once channel moderation is active, you can review and approve or reject uploaded content. Channel owners and moderators will see notifications on the channel page whenever media requires moderation, helping you stay up-to-date with pending content.



Pending media cannot be previewed or published until approved, though media details can still be edited while awaiting moderation.

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