

AHK General - Admin Guide

Last Modified on 03/18/2026 2:48 pm IST

 This article is designated for administrators.

About

The AHK General module is for AHK customization. Enabling this module simplifies and automates KMS workflows for end users. End users will be shown only the relevant options (metadata schema) when uploading new content based on the configuration in the module. Customizable messages are designed to appear on both the upload page and the entry edit page.

The sections herein will guide you through logging into the Configuration Management section of KMS and enabling and configuring the AHK General module.



This module is for both Theming and non-Theming users. For the purposes of this guide, we are showing screens for non-Theming users.



For technical support, contact Kaltura Customer Care. For all other inquiries, reach out to your Customer Success Manager.

Prerequisites

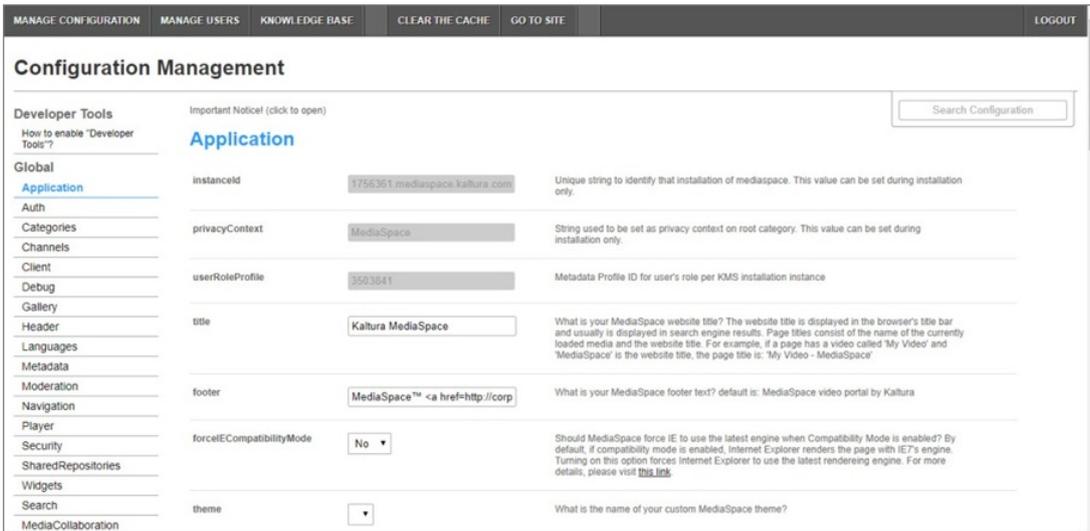
You must enable and configure the following modules first:

- **Groupedcustomdata module** - allows the use of multiple custom data profiles at the same time
- **Entrysaveconfirmation module** - displays a customizable confirmation dialog before saving an entry

Configure

1. Log into the Configuration Management console by going to your KMS URL and adding */admin* at the end.
2. Enter your Kaltura user ID and password.

3. Click **Sign In**. The Configuration Management console displays.



The screenshot shows the Configuration Management console with the 'Application' configuration page selected. The left sidebar lists various configuration categories, and the main area displays several configuration items:

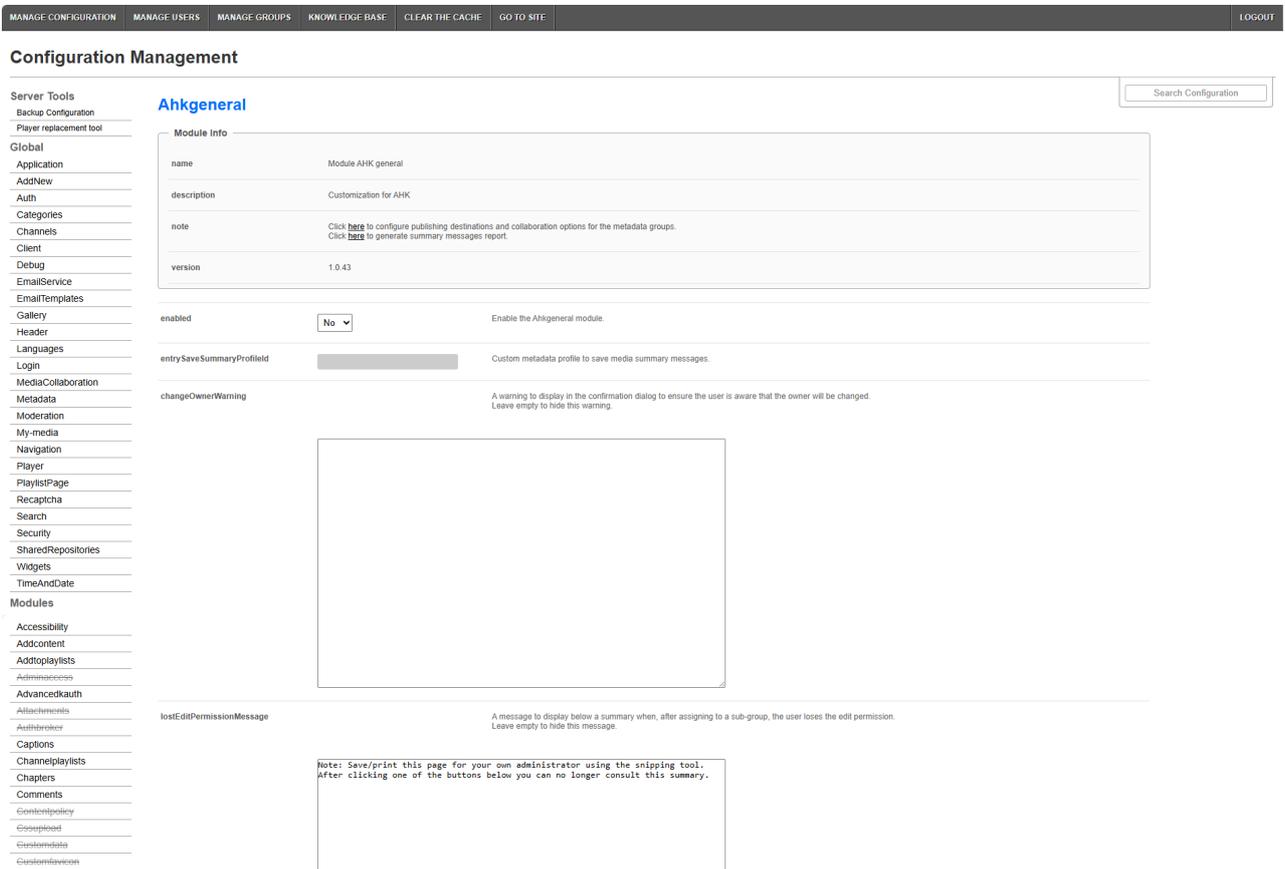
- instanceId:** 1756361.mediaspace.kaltura.com (Unique string to identify that installation of mediaspace. This value can be set during installation only.)
- privacyContext:** MediaSpace (String used to be set as privacy context on root category. This value can be set during installation only.)
- userRoleProfile:** 3503841 (Metadata Profile ID for user's role per KMS installation instance)
- title:** Kaltura MediaSpace (What is your MediaSpace website title? The website title is displayed in the browser's title bar and usually is displayed in search engine results. Page titles consist of the name of the currently loaded media and the website title. For example, if a page has a video called 'My Video' and 'MediaSpace' is the website title, the page title is: 'My Video - MediaSpace')
- footer:** MediaSpace™ <a href=http://corp (What is your MediaSpace footer text? default is: MediaSpace video portal by Kaltura)
- forceIECompatibilityMode:** No (Should MediaSpace force IE to use the latest engine when Compatibility Mode is enabled? By default, if compatibility mode is enabled, Internet Explorer renders the page with IE7's engine. Turning on this option forces Internet Explorer to use the latest rendering engine. For more details, please visit [this link](#).)
- theme:** (What is the name of your custom MediaSpace theme?)

4. In the list of configurable items on the left of your screen, locate and click on Ahkgeneral.



The Adhkgeneral item will be crossed out because it is disabled by default.

The Ahkgeneral window displays.



The screenshot shows the Configuration Management console with the 'Ahkgeneral' configuration page selected. The left sidebar lists various configuration categories, and the main area displays the configuration for the Ahkgeneral module:

- Module Info:**
 - name:** Module AHK general
 - description:** Customization for AHK
 - note:** Click [here](#) to configure publishing destinations and collaboration options for the metadata groups. Click [here](#) to generate summary messages report.
 - version:** 1.0.43
- enabled:** No (Enable the Ahkgeneral module)
- entrySaveSummaryProfileId:** (Custom metadata profile to save media summary messages.)
- changeOwnerWarning:** A warning to display in the confirmation dialog to ensure the user is aware that the owner will be changed. Leave empty to hide this warning.
- lostEditPermissionMessage:** A message to display below a summary when, after assigning to a sub-group, the user loses the edit permission. Leave empty to hide this message.

A note at the bottom of the page states: "Note: Save/print this page for your own administrator using the snipping tool. After clicking one of the buttons below you can no longer consult this summary."

- Custompages
- Disclaimer
- Downloadmedia
- Editor
- Emailnotifications
- Embed
- Embedplaylist
- Entrydesign
- Facebook
- Feedee
- Geotagpage
- Headermenu
- Homepage
- History
- Home
- Hotspots
- Integrationembed
- Kalturacapture
- Language
- Language
- Mediaembedding
- Meetingentry
- Onedrive
- Personalprofile
- Presenters
- Publish
- Reach
- Recorder
- Recyclebin
- Related
- Replacemedia
- Robots
- Saml
- Settingspage
- Scheduling
- Securitybot
- Sidebymeedia
- Stateplaylists
- Storageupload
- Statpages
- Styling
- Templatepages
- Theming
- Thumbnails
- Twitter
- Uploadmedia
- Userreports
- Watchlater
- Modules / category**
- Categoryembed
- Categorymembers
- Categorymoderation
- Categorytheme
- Modules / channels**
- Channelcategories
- Channelcollections
- Channelembed
- Channelmembers
- Channelmoderation
- Channelsubscription
- Channeltheme
- Channeltheming
- Channeltopics
- Modules / entryTypes**
- Audientry
- Documententry
- Draftery
- Imageentry
- Liveentry
- Quiz
- Youtube
- Modules / siteRegistration**
- Basicregistration
- Invitations
- Registration
- Webhooksregistration
- ModulesCustom / core**
- Webcast
- ModulesCustom / core / kaf**
- Browserembed
- / opt / kaltura / apps / kms / base / contrib
- Adminembed
- Ahkgeneral**
- Annots
- Customembed
- Customeventreports

publishDestinationNoticeMessage

A message to display in the publishing form about what to do when desired publishing destination not found. Leave empty to hide this message.

noPublishSelectedNoticeMessage

A message to display in the publishing form in case that the user did not select any publishing option.

No publishing destination was selected. Please select in order to successfully save your upload.

notReadyToPublishNoticeMessage

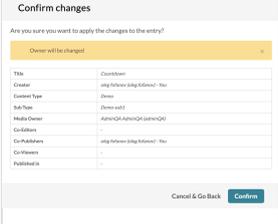
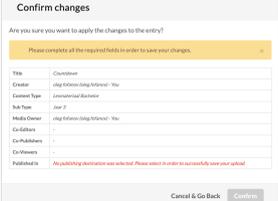
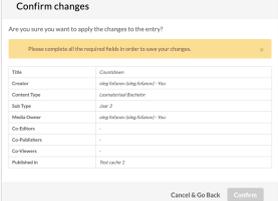
A message to display in the save confirmation popup in case that the user did not fulfill all required to publish fields.

Please complete all the required fields in order to save your changes.

The **Module Info** box displays the module name, description (what enabling this module allows users to do), any [notes on the module](#), and version number.

5. In the enabled pull-down list, select **Yes** to enable the Ahkgeneral module.

Other configurable items following the enabled pull-down list are as follows.

Configuration Name	Options	Description	End user experience
entrySaveSummaryProfileId	Fixed/uneditable	Custom metadata profile to save media summary messages.	
changeOwnerWarning	Free text	A warning to display in the confirmation dialog to ensure the user is aware that the owner will be changed. Leave empty to hide this warning.	
lostEditPermissionMessage	Free text	A message to display below a summary when, after assigning to a sub-group, the user loses the edit permission. Leave empty to hide this message.	
publishDestinationNoticeMessage	Free text	A message to display in the publishing form about what to do when desired publishing destination not found. Leave empty to hide this message.	
noPublishSelectedNoticeMessage	Free text	A message to display in the publishing form if the user did not select any publishing option.	
notReadyToPublishNoticeMessage	Free text	A message to display in the save confirmation popup in case the user did not fulfill all required to publish fields.	

6. Click **Save**. You receive a notice that your configuration for Ahkgeneral was saved and the cache was cleared.

Additional functionality accessible via the Module Info box

The **Module Info** box provides two links in the 'note' section.

note

Click [here](#) to configure publishing destinations and collaboration options for the metadata groups.
Click [here](#) to generate summary messages report.

- The first link leads to the **Groupedcustomdata** admin page (<kms_domain>/groupedcustomdata/admin). It is the same admin form that can be accessed directly from **Groupedcustomdata** with the same options. Ahkgeneral enhances this form by adding the ability to configure the publishing destination as well as the ability to update entry's collaborators and ownership and apply specific publishing flows:

- **Publish** button removed from My Media
- **Publish** button removed on the Entry view page under Actions menu (and existing Edit button renamed to Edit & Publish)
- **Publish** tab removed from the Entry edit page

The user cannot publish anything directly (e.g., from My Media or Media view page) but only using specified metadata schemas.

- The second link allows the admin to generate summary messages reports per user.

Configure publishing destinations and collaboration options for the metadata groups

1. In the 'note' section of the **Module Info** box, click the word 'here' in the first line.

note

Click [here](#) to configure publishing destinations and collaboration options for the metadata groups.
Click [here](#) to generate summary messages report.

If no groups have been created, a blank admin screen displays. Click the **New Group** button.

MANAGE CONFIGURATION	MANAGE USERS	MANAGE GROUPS	KNOWLEDGE BASE	CLEAR THE CACHE	GO TO SITE	LOGOUT
Group	SubGroup	Metadata Schema	Categories / Channels		Media Collaborators	Authorized Users
<div style="display: flex; justify-content: space-between; align-items: center;"> New Group </div>						
<div style="display: flex; justify-content: space-between; align-items: center;"> Save </div>						

2. You may begin configuring your metadata groups.

Group	SubGroup	Metadata Schema	Categories / Channels	Media Collaborators	Authorized Users
<input type="text"/> <input type="button" value="New Group"/> <input type="button" value="Delete"/>	<input type="button" value="New SubGroup"/>	<input type="button" value="New Metadata Schema"/>	<input type="checkbox"/> Add all categories that the user is entitled to <input type="checkbox"/> Add all channels that the user is entitled to <input type="button" value="New Category / Channel"/>	Change media owner <input type="text"/> <input type="checkbox"/> Original content creator should remain as <input type="checkbox"/> Co-Editor <input type="checkbox"/> Co-Publisher <input type="checkbox"/> Co-Viewer Collaborators <input type="button" value="Add a Collaborator"/>	Users that can view this group: (In case no user is selected, the group/subgroup will not be accessible) <input checked="" type="checkbox"/> All Users <input type="checkbox"/> Specific Users/Groups <input type="checkbox"/> Specific Roles

Pictured below is a portion of a sample admin screen that has been populated.

<input type="button" value="Delete"/>	<input type="button" value="New SubGroup"/> <input type="button" value="Delete"/>	<input type="button" value="New Metadata Schema"/>	<input type="checkbox"/> Add all categories that the user is entitled to <input type="checkbox"/> Add all channels that the user is entitled to <input type="button" value="New Category / Channel"/>	Change media owner <input type="text"/> <input type="checkbox"/> Original content creator should remain as <input type="checkbox"/> Co-Editor <input type="checkbox"/> Co-Publisher <input type="checkbox"/> Co-Viewer Collaborators <input type="button" value="Add a Collaborator"/>	Users that (in case no user is selected, the group/subgroup will not be accessible) <input checked="" type="checkbox"/> All Users <input type="checkbox"/> Specific Users/Groups <input type="checkbox"/> Specific Roles
<input type="button" value="Delete"/>	<input type="button" value="New SubGroup"/> <input type="button" value="Delete"/>	QA Schema - text field (185002) Required Fields: WYSIWYG Text Fields: Enable "Save this section" button <input type="checkbox"/> TextLabel <input type="checkbox"/> TextLabel <input type="checkbox"/> Yes <input type="button" value="Delete"/>	<input type="checkbox"/> Add all categories that the user is entitled to <input type="checkbox"/> Add all channels that the user is entitled to <input type="button" value="New Category / Channel"/>	Change media owner <input type="text"/> <input type="checkbox"/> Original content creator should remain as <input type="checkbox"/> Co-Editor <input type="checkbox"/> Co-Publisher <input type="checkbox"/> Co-Viewer Collaborators <input type="button" value="Add a Collaborator"/>	Users that (in case no user is selected, the group/subgroup will not be accessible) <input checked="" type="checkbox"/> All Users <input type="checkbox"/> Specific Users/Groups <input type="checkbox"/> Specific Roles
<input type="button" value="Delete"/>	<input type="button" value="New SubGroup"/> <input type="button" value="Delete"/>	QA Schema - date (187712) Required Fields: WYSIWYG Text Fields: Enable "Save this section" button <input type="checkbox"/> Date No text fields. <input type="checkbox"/> Yes <input type="button" value="Delete"/>	<input type="checkbox"/> Add all categories that the user is entitled to <input type="checkbox"/> Add all channels that the user is entitled to <input type="button" value="New Category / Channel"/>	Change media owner <input type="text"/> <input type="checkbox"/> Original content creator should remain as <input type="checkbox"/> Co-Editor <input type="checkbox"/> Co-Publisher <input type="checkbox"/> Co-Viewer Collaborators <input type="button" value="Add a Collaborator"/>	Users that (in case no user is selected, the group/subgroup will not be accessible) <input checked="" type="checkbox"/> All Users <input type="checkbox"/> Specific Users/Groups <input type="checkbox"/> Specific Roles
<input type="button" value="Delete"/>	<input type="button" value="New SubGroup"/> <input type="button" value="Delete"/>	<input type="button" value="New Metadata Schema"/>	<input checked="" type="checkbox"/> Add all categories that the user is entitled to <input type="checkbox"/> Add all channels that the user is entitled to <input type="button" value="New Category / Channel"/>	Change media owner <input type="text"/> <input type="checkbox"/> Original content creator should remain as <input type="checkbox"/> Co-Editor <input type="checkbox"/> Co-Publisher <input type="checkbox"/> Co-Viewer Collaborators <input type="button" value="Add a Collaborator"/>	Users that (in case no user is selected, the group/subgroup will not be accessible) <input checked="" type="checkbox"/> All Users <input type="checkbox"/> Specific Users/Groups <input type="checkbox"/> Specific Roles

3. Click **Save** when finished.

Generate Summary Messages Report per user

1. In the 'note' section of the **Module Info** box, click the word 'here' in the second line.

note

Click [here](#) to configure publishing destinations and collaboration options for the metadata groups.
 Click [here](#) to generate summary messages report.

The Summary Message Report screen displays.

MANAGE CONFIGURATION	MANAGE USERS	MANAGE GROUPS	KNOWLEDGE BASE	CLEAR THE CACHE	GO TO SITE	LOGOUT
<h3>Summary Messages Report</h3> <p>From: 01.12.2025 14:34</p> <p>To: 16.01.2026 14:34</p> <p>Creator: 21a66c3787abefdfb6ad7fd4</p> <input type="button" value="Generate"/>						

2. Select the date range and time period to include in the Summary Message Report.
3. Type the Creator.
4. Click **Generate**. You receive notification of how many messages were found in that

date range and time period.

MANAGE CONFIGURATION MANAGE USERS MANAGE GROUPS KNOWLEDGE BASE CLEAR THE CACHE GO TO SITE LOGOUT

Summary Messages Report

From: 01.12.2025 14:34

To: 16.01.2026 14:34

Creator: d479ef55b626ae29274e7e1

[Generate](#)

48 summary messages found

[Download in PDF](#) [Download in CSV](#)

5. Depending on how you would like to download the report, click **Download in PDF** or **Download in CSV**.



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