

Assign topics to channels in Video Portal

Last Modified on 04/18/2026 12:42 pm IDT

 This article is designated for all users.

About

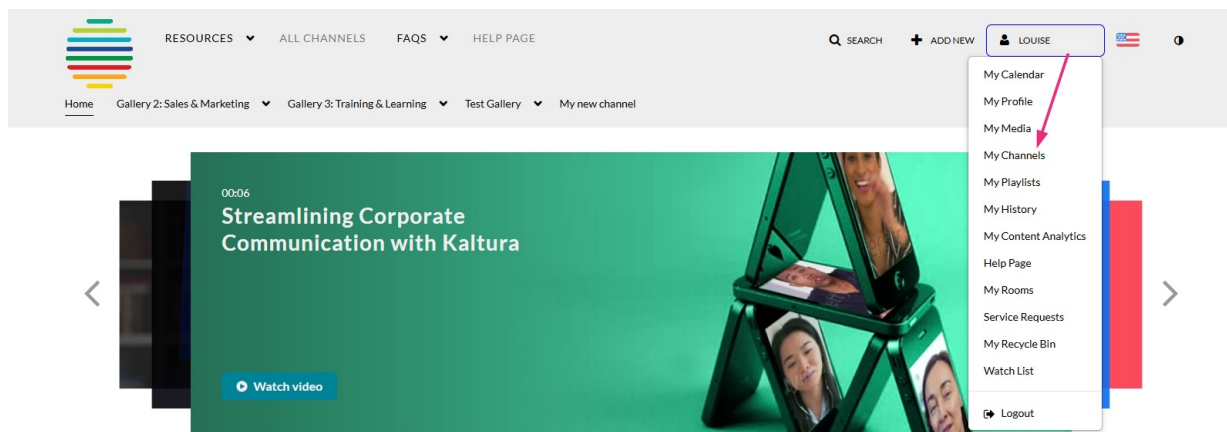
Assigning topics to channels helps organize your content and makes it easier for users to find what they need. Topics act like tags, grouping similar channels together so users can quickly filter and discover relevant content.

For example, if you assign the topic "Tutorials" to a channel, it will appear in search results when users filter channels by that topic. Depending on your system settings, you can assign one or multiple topics to a channel.

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

Assign a topic to a channel

Navigate to the desired channel's edit page. You can do this by selecting **My Channels** from the user menu.



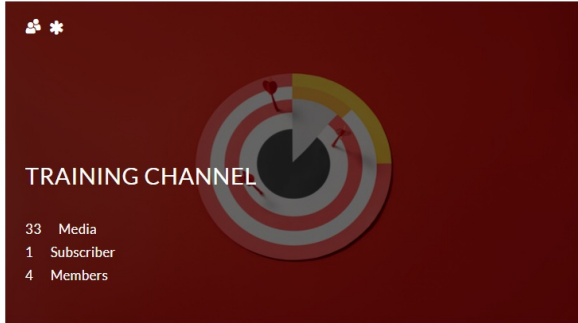
START HERE >

The 'My Channels' page displays.

My Channels


Search For Channels ⊙

Filters > Sort By: Media Count ▾ + Create Channel



TRAINING CHANNEL

33 Media
1 Subscriber
4 Members



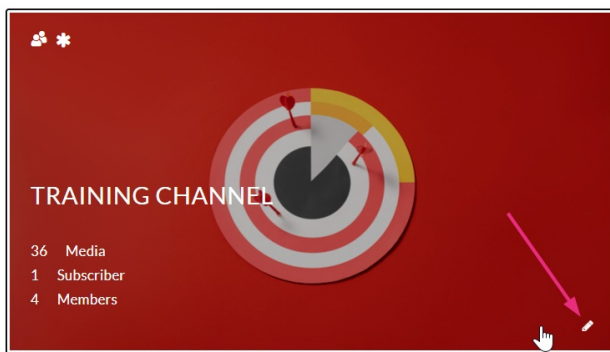
KALTURA LEARNING

5 Media
0 Subscribers
3 Members

3 Pending

Load More

Locate the desired channel, hover over the bottom right corner of the channel thumbnail, and click the **pencil icon**.



The edit page displays.

Edit Training channel

Details Theme Playlists Users

Name: (Required)

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

This channel contains training sessions, recorded meetings, and supporting materials for internal learning and onboarding.

Tags:

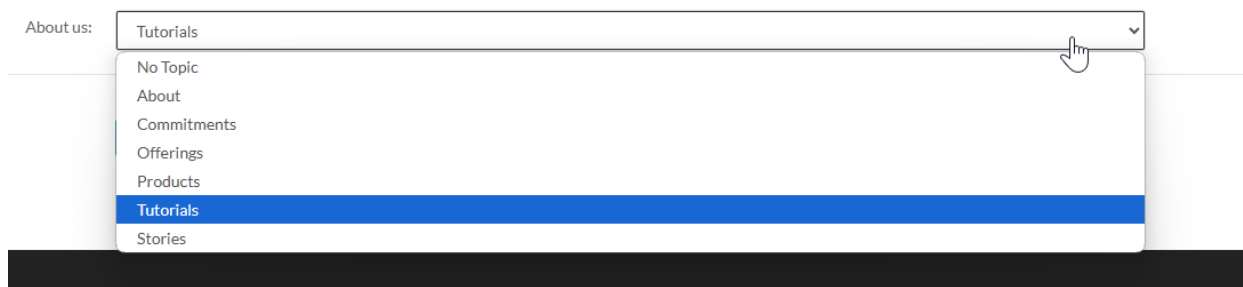
Privacy: Open - All logged in users can view and contribute content (contribution is not allowed for viewer-role users).
 Restricted - All logged in users can view content and only channel members can contribute content.
 Private - Only channel members can view and contribute content.
 Shared Repository - 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.

Options: Moderate content (Media will not appear in channel until approved by channel manager)
 Enable comments in channel

Scroll down to the custom metadata field used for topics and select the topic to assign to the channel.

This field is created using a custom metadata schema in the Rich Media CMS and populated through a custom Text Select List field containing your organization's available topics. The field label in your environment depends on how it was configured. In our example, the field is labeled **About us**.

In this example, we assign the topic Tutorials to the channel.



Once you've added the topic, ensure you save your updates.

User experience

When users filter channels by a specific topic, all channels with that topic assigned will appear in the search results.

