


Chat settings for Kaltura Rooms

Last Modified on 12/07/2025 11:30 am IST

 This article is designated for all users.

About

This article explains how to manage chat settings and configurations for a Kaltura Room session. Learn how to access the Chat tab, assign chat moderators (in addition to room moderators!), and enable or disable features like Q&A and group chat for your sessions.

 The Chat tab and its configurations are managed through the [ChatandCollaboration module](#).

Access the chat settings

1. Access the [edit media page](#) for the desired meeting entry.

Optimizing Content Distribution



Basic Info
 Creator: Louise Smith
 Owner: [Louise Smith](#)
 Media Entry ID: 1_8u423gv9
 Media Type: Meeting
 Publish Status: Published
 Creation date: January 30, 2025 6:24 PM Asia/Jerusalem
 Update date: January 30, 2025 6:25 PM Asia/Jerusalem
 Event date: Thursday, January 30, 2025
 Event time: 5:30 PM to 6:30 PM IST

Details Languages Publish Options Collaboration Thumbnails Presenters Attachments Chat

Name: (Required)

Description: **Black** **Bold** *Italic* Underline      

Join us for an insightful discussion on the latest trends and strategies in digital publishing. We'll explore best practices for content distribution, audience engagement, and monetization in an increasingly digital landscape. Whether you're a content creator, publisher, or media strategist, this session will provide actionable insights to help you stay ahead in the evolving digital ecosystem.

2. Click the **Chat** tab.

Details
Languages
Publish
Options
Collaboration
Thumbnails
Presenters
Attachments
Chat

Name:
(Required)

Description:

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Link
Image

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The Chat settings display.

Details
Languages
Publish
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Chat

Chat moderators

Select users that are allowed to moderate the chat, reply to QnA, launch polls and interactions, and have access to the backchannel.

Type user name

Enable Q&A

Enable 1:1 chat with a moderator for users accessing this entry page.

According to site default

Group Chat

Enable the group chat for users that browse within the entry page.

According to site default

Save

Go To Media

Configure the chat settings

Add chat moderators

In the **Chat Moderators** field, start typing the names of the users you want to assign as moderators. Matching users will appear in the drop-down menu for you to select.

Chat moderators

Select users that are allowed to moderate the chat, reply to QnA, launch polls and interactions, and have access to the backchannel.

Type user name

Enable Q&A

Enable 1:1 chat with a moderator for users accessing this entry page.

According to site default

Group Chat

Enable the group chat for users that browse within the entry page.

According to site default

Save to automatically apply chat moderator permissions for future sessions.

Enable Q&A

Choose from the drop-down options whether to enable the site default, to turn off the Q&A feature for this session, or turn it on.

Enable Q&A

Enable 1:1 chat with a moderator for users accessing this entry page.

According to site default

Off

On

According to site default

Group chat

Choose from the drop-down options whether to enable the site default, to turn off the group chat feature for this session, or turn it on.

Group Chat

Enable the group chat for users that browse within the entry page.


According to site default

Off

On

According to schedule

According to site default ✓



When you've finished configuring everything, click **Save**.
