Shared Repository setup in Blackboard (legacy)

Content updated: 01/25/2025

This article is designated for administrators.

About

The Shared Repository (also known as the Faculty Repository) is an institution-wide media library where educators can store and access media content shared by other faculty members.

Typically, there is one shared repository per LMS instance, and educators can populate it with curriculum and library content. Any media added to this repository is visible to all educators, allowing for easy sharing and distribution across courses.

Members can contribute and reuse content based on their permissions. The repository supports search and filters, enabling users to effectively browse, search, watch, and select the media they need.

Once found, members can easily add content from the repository to their course's Media Gallery or use media contributed by others.

This feature enhances collaboration and resource-sharing within educational institutions, making media accessible and reusable across the platform.

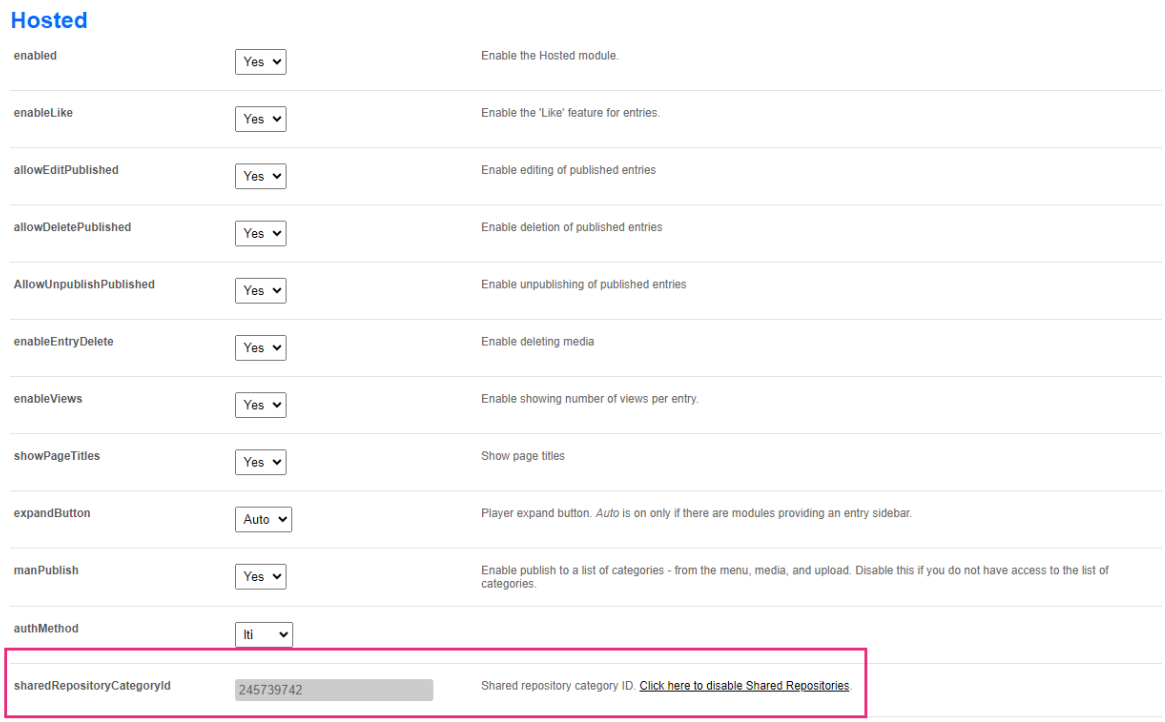
Watch the video tutorial or follow the steps below to set up the Shared Repository.

Setup

Hosted module

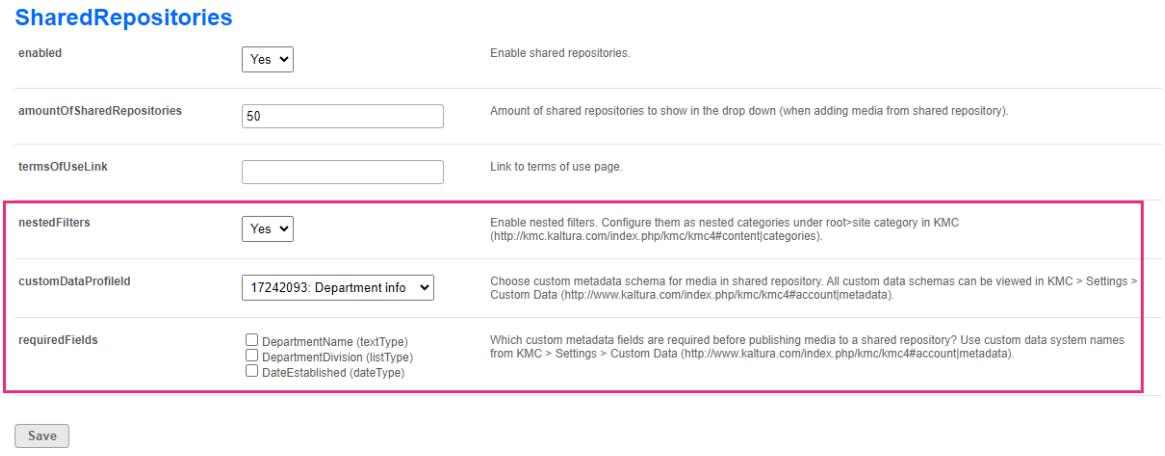
The Hosted module is pre-configured by your Kaltura representative, so there's no need for you to set it up manually. The only thing you need to check is that the **sharedRepositoryCategoryId** field is enabled. This ensures the shared repository is integrated with your KAF environment.

Copyright © 2025 Kaltura Inc. All Rights Reserved. Designated trademarks and brands are the property of their respective owners. Use of this document constitutes acceptance of the Kaltura Terms of Use and Privacy Policy.



SharedRepositories module

The SharedRepositories module is automatically enabled once the **sharedRepositoryCategoryId field** in the Hosted module is activated. Afterward, you only need to configure the **nested filters, custom data profile** and **required fields** to tailor the shared repository to your institution's needs.



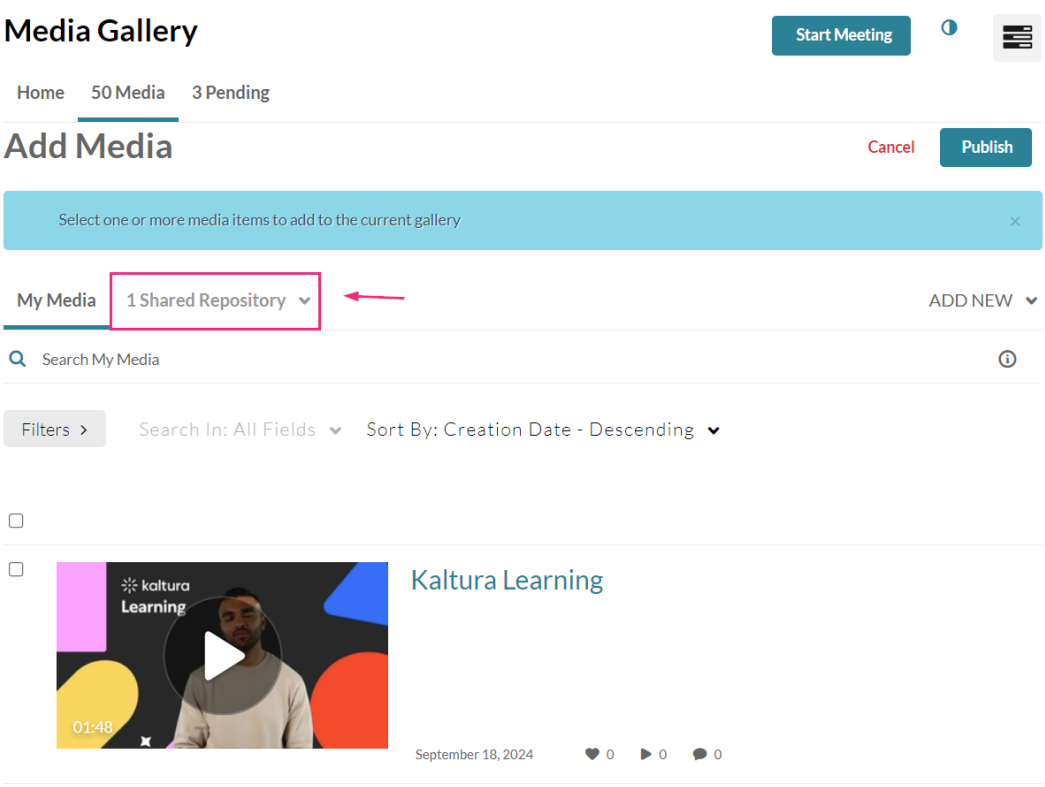
Access via Media Gallery

Once the Shared Repository is set up, it’s automatically added to the Media Gallery. Educators can find it under the **Shared Repository** tab on the **Add Media** page (after clicking 'Add Media').

From there, they can easily access the repository and add content to their course

Copyright © 2025 Kaltura Inc. All Rights Reserved. Designated trademarks and brands are the property of their respective owners. Use of this document constitutes acceptance of the Kaltura Terms of Use and Privacy Policy.

galleries.



Add content

For detailed guidance on adding content to the shared repository, visit our article 'Add content to a shared repository'.

Copyright © 2025 Kaltura Inc. All Rights Reserved. Designated trademarks and brands are the property of their respective owners. Use of this document constitutes acceptance of the Kaltura Terms of Use and Privacy Policy.