


# Configure chat settings for your Kaltura Room in Brightspace

Last Modified on 06/13/2025 6:58 pm IDT

 This article is designated for all users.

## About

This article explains how to manage chat settings and configurations for a Kaltura Room session in Kaltura's video portal or LMS. 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 [Chat and Collaboration module](#).

## Access the chat settings

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) Optimizing Content Distribution

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

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.

Click the **Chat** tab.

Details
Languages
Publish
Options
Collaboration
Thumbnails
Presenters
Attachments
**Chat**

Name:  
(Required)

Description:

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List
List
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Link
Image

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The Chat settings display.

Details
Languages
Publish
Options
Collaboration
Thumbnails
Presenters
Attachments
**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.

Enable Q&A

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

Group Chat

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

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**.

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