

'Add New' menu in Sakai (legacy)

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 This article is designated for all users.

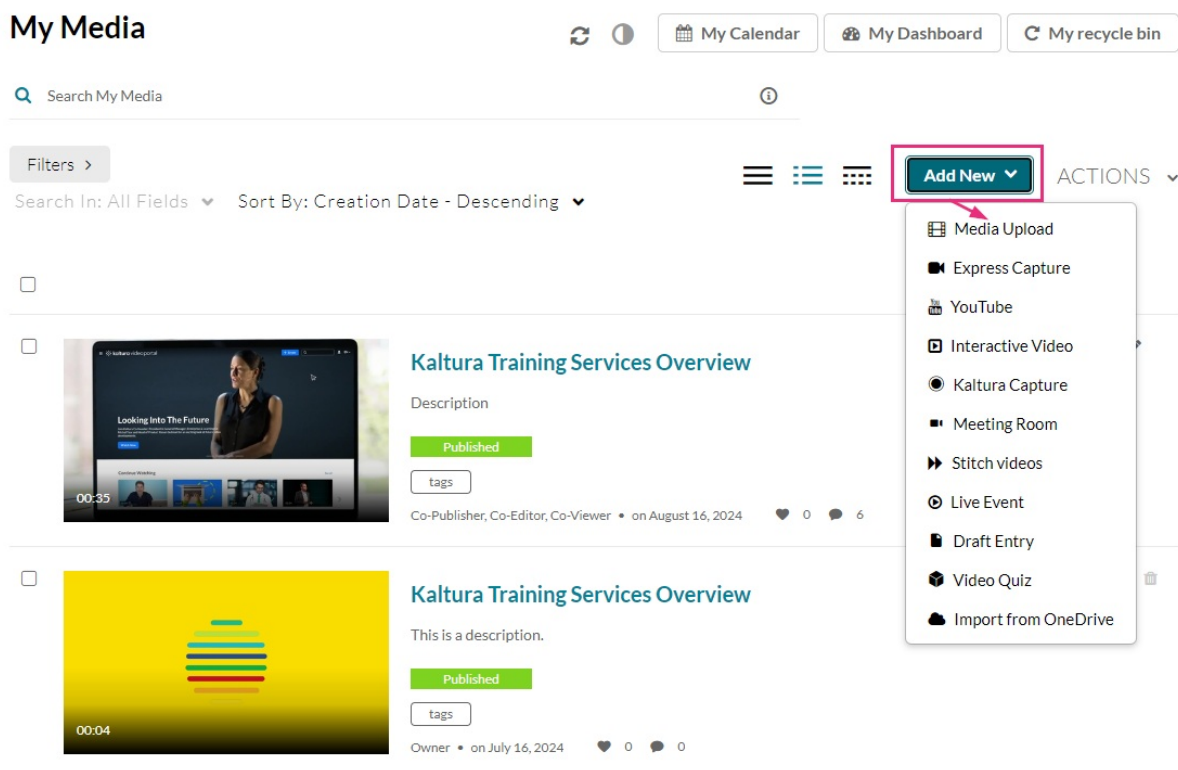
About

Use the **Add New** menu to easily create a variety of new media from scratch. Once created, your new content is automatically added to your My Media library, ready for immediate use and organization.

These instructions apply to the legacy **LMS Video** integration. If you're using LMS Video with Theming, please refer to the [LMS Rich Media Extensions category](#).

Access the menu

Navigate to your My Media page and click the **Add New** button at the top right to see the list of options.



The screenshot shows the 'My Media' dashboard. At the top right, there are buttons for 'My Calendar', 'My Dashboard', and 'My recycle bin'. Below these is a search bar and a 'Filters' button. The main content area displays a list of media items, each with a thumbnail, title, description, and status. A red box highlights the 'Add New' button, which has opened a dropdown menu with the following options: Media Upload, Express Capture, YouTube, Interactive Video, Kaltura Capture, Meeting Room, Stitch videos, Live Event, Draft Entry, Video Quiz, and Import from OneDrive.

Depending on what is enabled on your application, your Add New menu may look slightly different to the one shown in this article. If there is an option missing, please contact your Kaltura administrator to discuss how to enable:



- Media Upload
 - Express Capture
 - YouTube
 - Interactive Video Paths
 - Kaltura Capture
 - Meeting Room
 - Draft Entry
 - Video Quiz
 - Webcast Event (Townhalls)
 - Stitch videos
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