Create a Kaltura Room within a channel

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> 🔒 **This article is designated for administrators.**

About

A Kaltura Room can be tied directly to a channel, creating a persistent virtual meeting space that anyone with access to the channel can join. This type of room is ideal for ongoing team collaboration, department meetings, or informal group discussions- no need to set up a new session each time. In this guide, you'll learn how to enable and configure a room from within a channel.
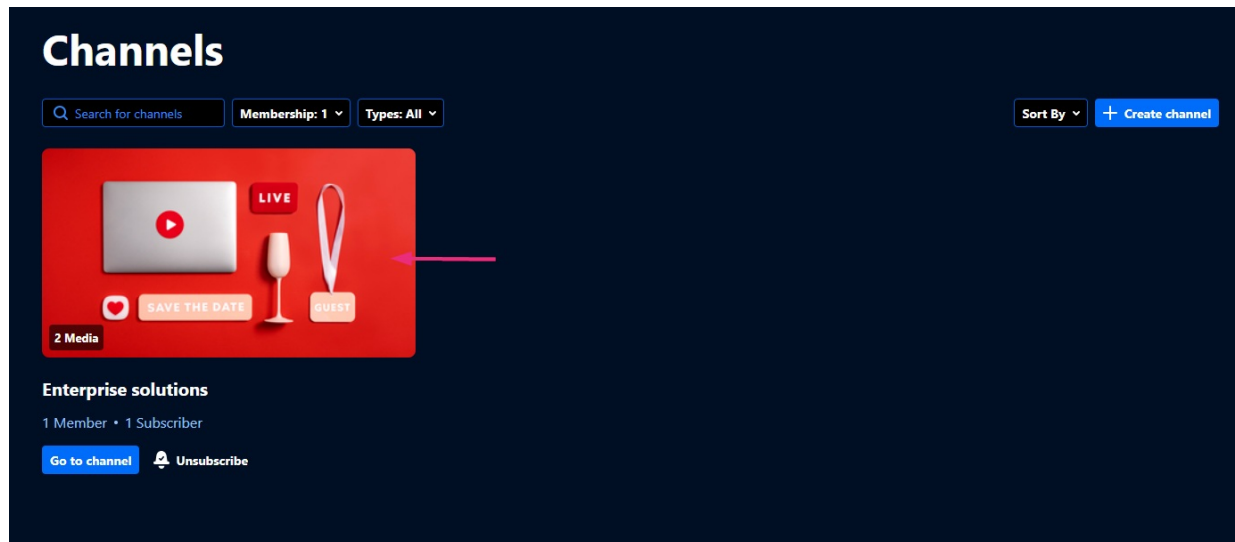
Access the room settings

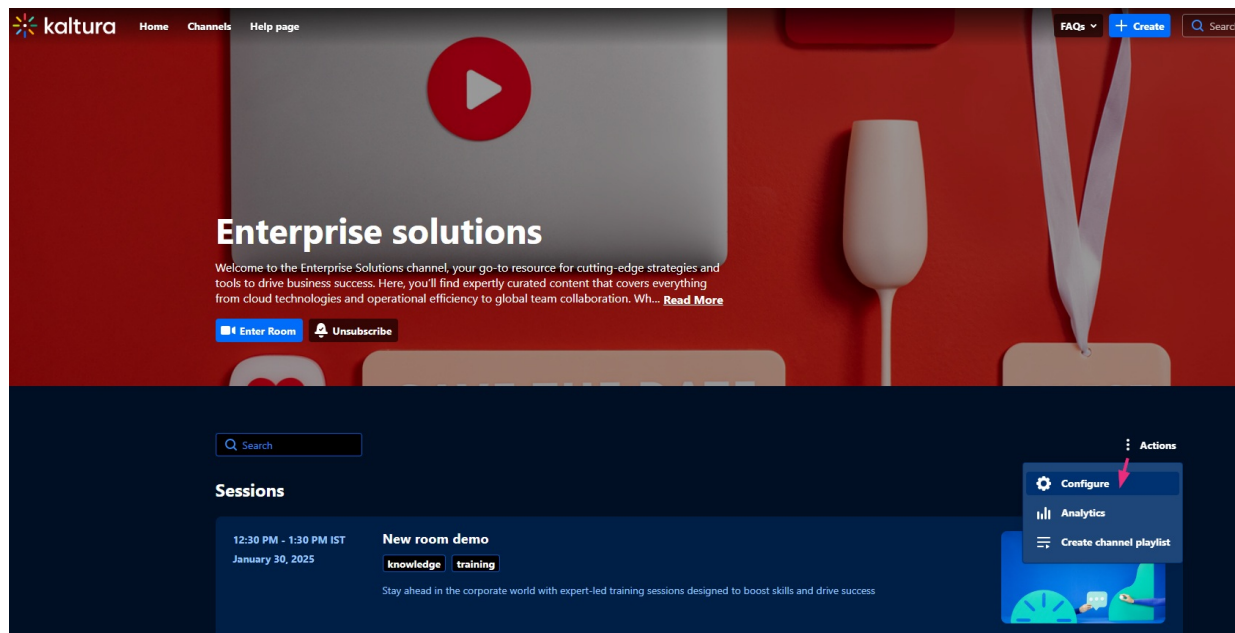1. Go to the desired channel. You can do this by selecting **My Channels** from the user menu.

> ✅
> Need to create a channel? Check out our guide here.
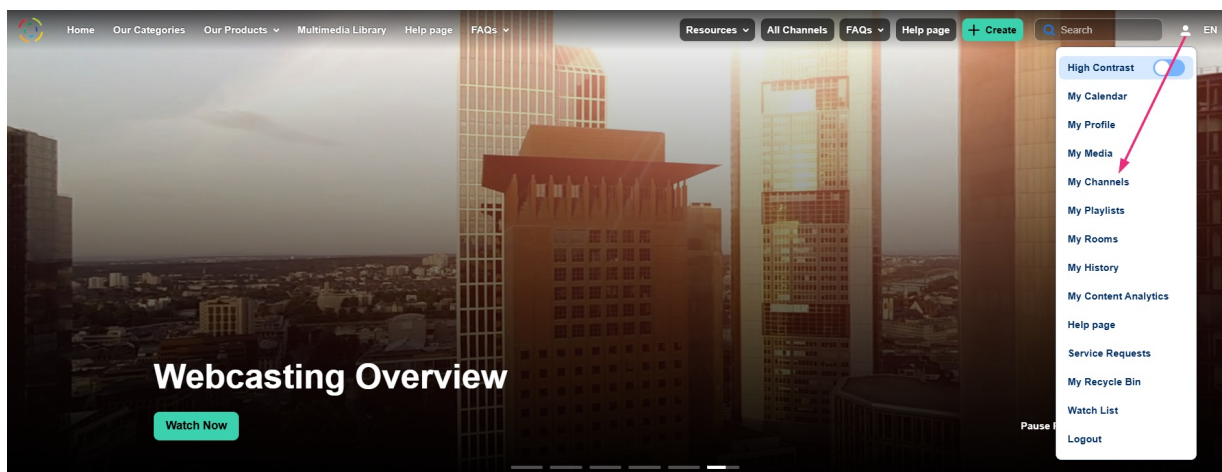
2. On the My Channels page, click the thumbnail of the channel you want to use.

![Kaltura logo]

3. Click the **three-dot menu** and select **Configure**.

4. On the **edit** page, click the **Room** tab.

Configure the room settings

1. Enable the room.

2. Choose a room template:

- Interactive – everyone can join the stage
- Panel – only assigned presenters can join the stage

3. Assign Moderators - Moderators can launch the room, access the backchannel chat, and manage the Q&A.

(Managers of the channel are automatically assigned as moderators. Members can join if the room is open.)

4. Enable **Q&A** and **Group Chat** based on how you want participants to interact.

![Kaltura logo]

For public or subscriber-only channels, consider disabling group chat to prevent unwanted posts.

5. Click **Save**. You can return to the channel by clicking the channel name.

Enter the room

Click the **Enter Room** button on the main channel page to launch or join the room.
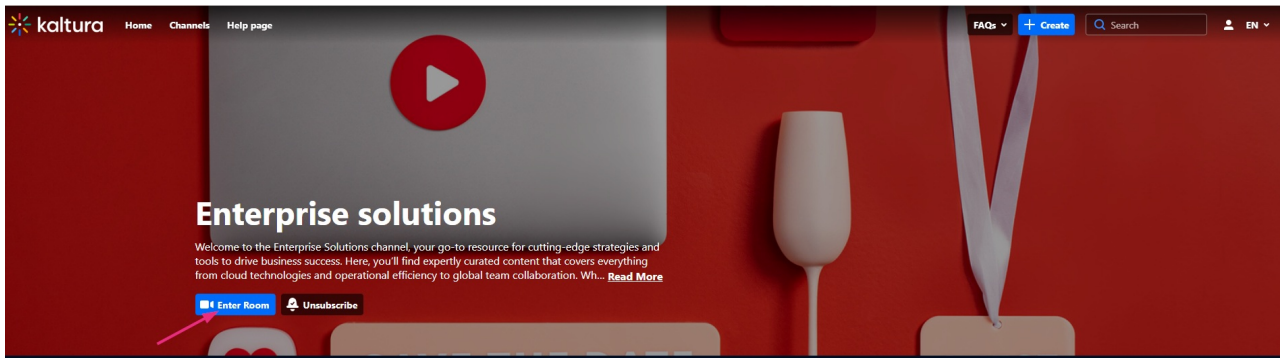
> **ℹ** All recordings from the room are saved to the channel's media.

> **✓** The room remains available as long as it's enabled - no need to recreate it for each meeting.