

# Clone a Kaltura Room in Brightspace

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 This article is designated for all users.

## About

The room cloning feature allows you to duplicate existing Kaltura Rooms and associated [C&C \(Chat and collaboration\)](#) assets with ease.

## What happens when you clone a room?

When you clone a meeting room, the following components are duplicated:

- **Room assets:** All media content from the original room.
- **Storyboard:** The room's storyboard is fully copied.
- **Content from C&C:** All non-deleted interactions (e.g., notifications, polls, quizzes) are copied as 'Draft'.
- **Room settings:** The cloned room will maintain the same configuration as the original.
- **Ownership:** The new room is owned by the user who initiated the cloning process.
- **Parent reference:** The cloned room includes a reference to the original room as its parent.

The cloned room appears as a new entry in your Kaltura video portal or LMS and includes the same assets as the original, along with a C&C instance containing all draft announcements.

## What is not copied?

- **User permissions:** Only the owner who initiated the clone will have access to the new room. Co-editors and other users are not copied.

## Before you start

To use the room clone feature, ensure:

- [C&C \(Chat and Collaboration\)](#) is enabled in your video portal..
- You have ownership or co-editor permissions for the room you want to clone.

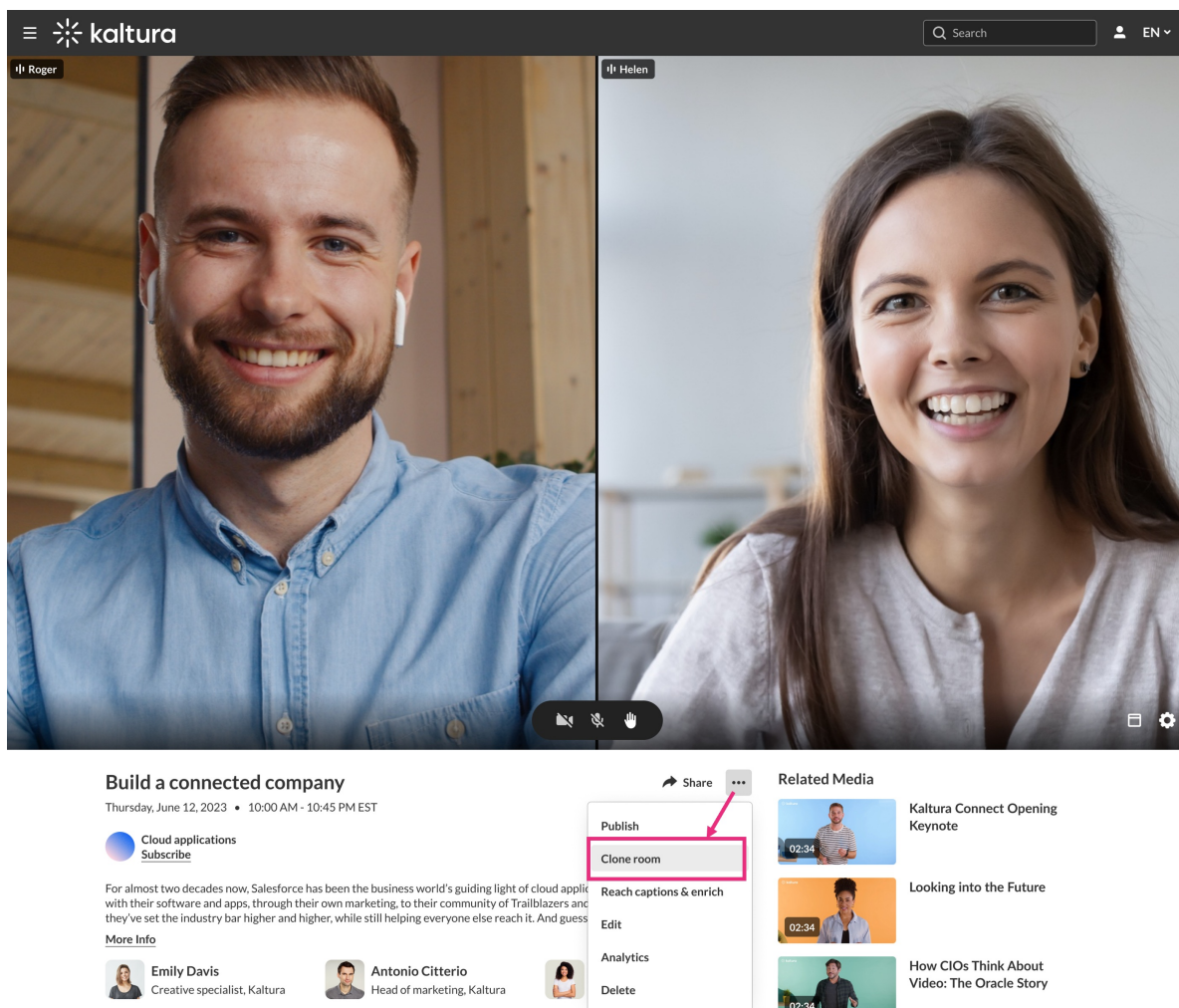


If you haven't set up a room yet, visit our article [Create a Kaltura Room and start a meeting](#) for instructions.


## Access the Clone room feature

From the entry page

1. Navigate to the desired Kaltura Room entry your Kaltura video portal.
2. Click the **three dots** below the entry and select **Clone room** from the drop-down menu.





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**More Info**

 **Emily Davis**  
Creative specialist, Kaltura

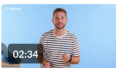
 **Antonio Citterio**  
Head of marketing, Kaltura

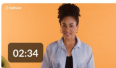



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From My Media

1. Go to [My Media](#) and locate the meeting room entry that you want to clone.
2. Click the **three dots** to the far right of the entry.

## My Media

225 Results found

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**Podcasting tips**  
 Sunday, April 06, 2025, 7:00 PM - 7:45 PM IDT (scheduled)  
 This is a description.  
 Meeting • Owner • Private



**Kaltura Capture recording - April 3rd 2025, 10:40:43 am**  
 VOD • Owner • 9 Plays • Private

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## Clone the room

1. After selecting **Clone room** from the menu, a **Clone room in progress** window appears.

- Enter a new name for the cloned room.
- Enter a description and tags.

2. Confirm your changes and click **Save**.

While the process completes (this may take a few minutes), you can continue editing the metadata for the new room.

### Clone room is ready

Room was successfully cloned. You can continue editing the new room's metadata or navigate to the new room.

Name \*

Description

B

i

U

☰

☰

🖼️

🔗

This is my new room

Tags

×

Close

Go to the new room

Save

You'll receive a notification that the information was successfully saved.





3. You can then click **Go to the new room** to see your cloned room.

### Clone room is ready

Room was successfully cloned. You can continue editing the new room's metadata or navigate to the new room.


**Name \***

**Description**

**B** *i* u    

This is my new room

**Tags**

tags 

Close

Go to the new room

Save

The cloned room will appear as a new entry in your [My Media](#).