Edit a media gallery's settings in Sakai (legacy)

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This article is designated for faculty members.

About

The media gallery is a centralized space in your course for organizing and sharing multimedia content. From video lectures to recorded sessions, the media gallery gives you control over how content appears to students.

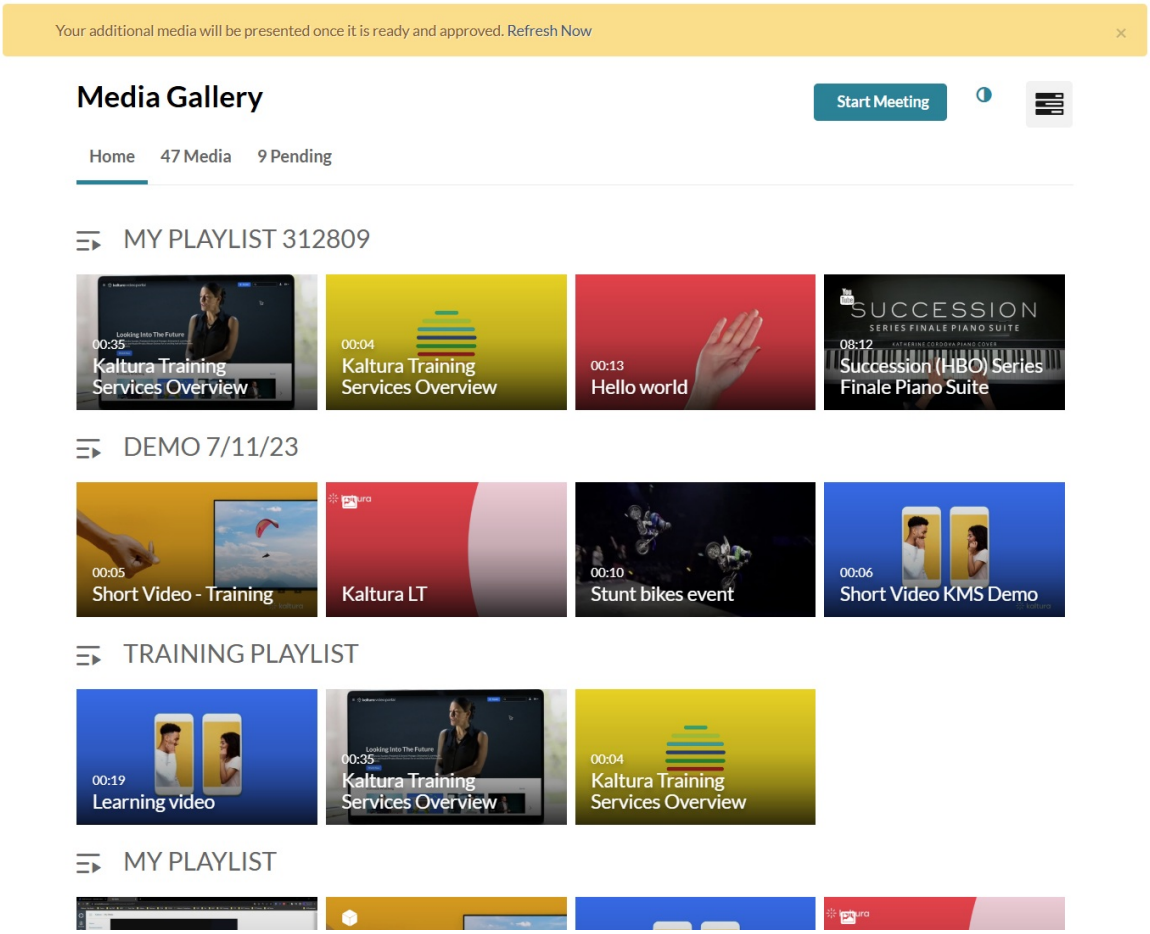
If you can’t access some of the options described here, contact your administrator for the appropriate permissions.

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.

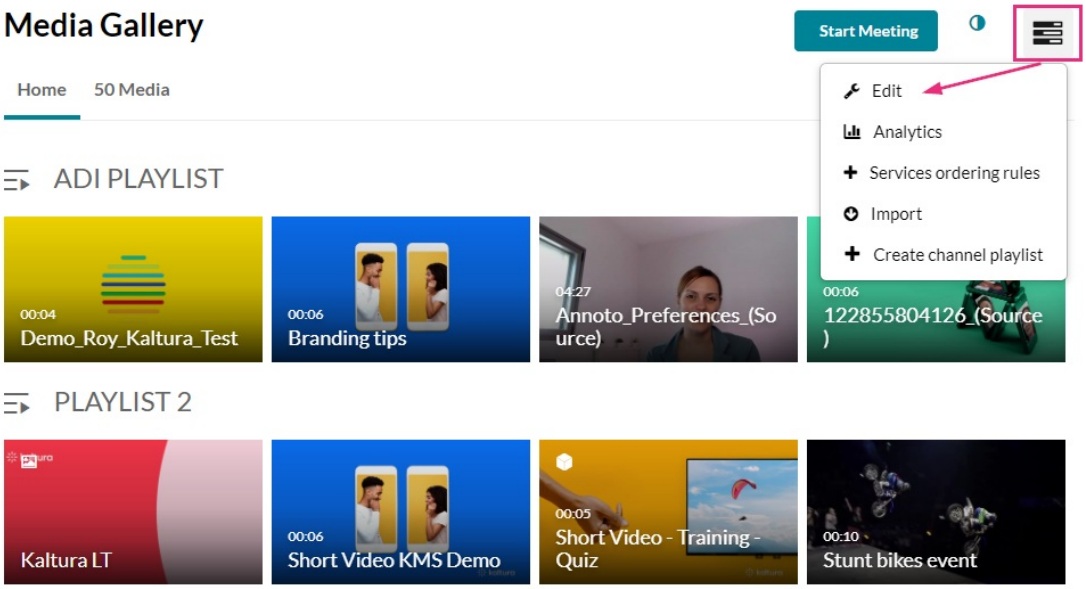
Access the edit page

1. Access your course, then click on **Media Gallery**.
   The Media Gallery displays.

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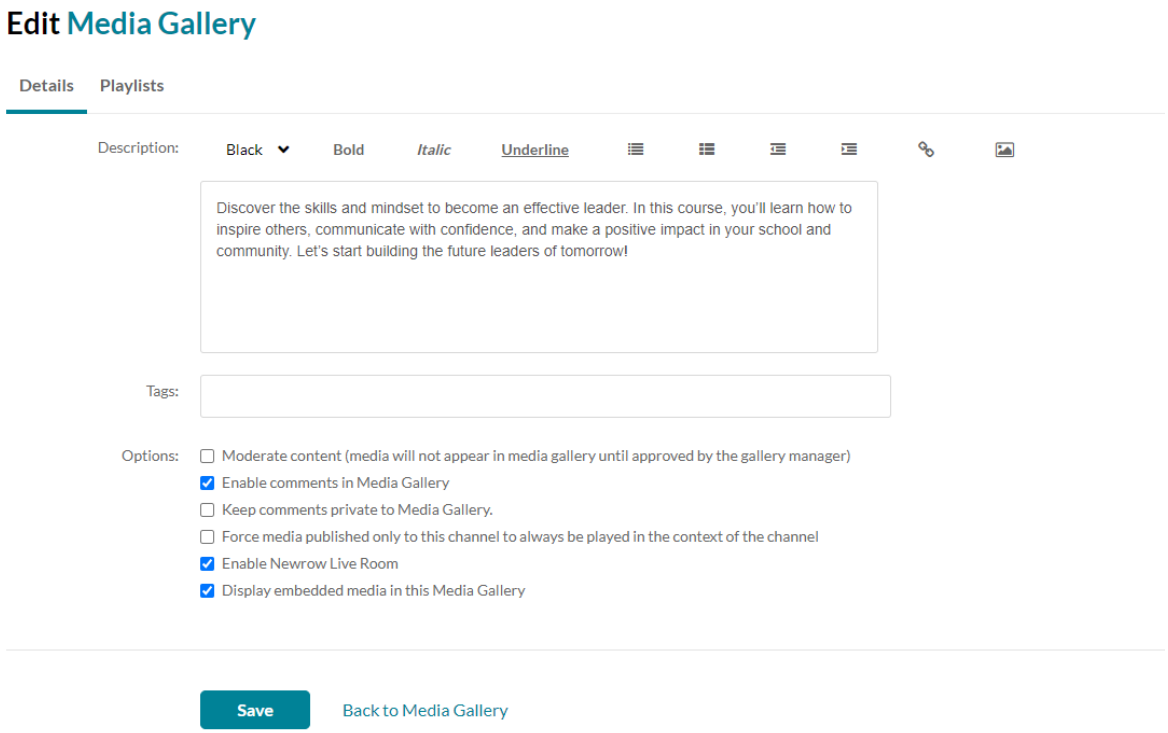


2. Click the menu at the top right and select **Edit**.



The Edit Media Gallery page displays.

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Edit your media gallery

1. Enter or edit values for the following:

- **Description** - Enter a summary of the content to display on the Media Gallery page.
- **Tags** - Enter descriptive tags to use in searches.
- **Options** - Choose the Options settings for the Media Gallery:
  - **Moderate content** - Select this option if you want to approve media before it gets published. (Media won't appear in the gallery until the gllaery manager approves.)
  - **Enable comments in Media Gallery** – If enabled, Comments are displayed when the media item is accessed through a channel. To manage comments made via the media page, see our article 'Disable comments and close discussion'.
  - **Keep comments private to Media Gallery** - If checked, all comments added to media in Media Gallery will be private to the Media Gallery and will not appear elsewhere (except for the My Media page of the user who owns the media).
  - **Force media published only to this channel** (media gallery) **to always be played in the context of the channel** (media gallery) - If media is in only one gallery on the site, it will automatically gain that gallery's context, even if accessed through a direct link or search. Example: If a user goes to a media

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entry URL such as “base_URL/media/t/1_abcdefghij", and that media is only in one gallery on the site, the URL will change to include the gallery context: “base_URL/media/t/1_abcdefghij/12345678“.

- **Enable Newrow Live Room** - Select this option to enable Kaltura Meetings.
- **Display embedded media in this Media Gallery*** - Select this option to display embedded media in this gallery.

>
> *If this option is selected, all Kaltura videos embedded in your course content will also appear in the Media Gallery even if the page they’re on is hidden or has release conditions. The Media Gallery does not follow those visibility rules.

>
> The 'Display embedded media in this Media Gallery' option can be changed/disabled in the Hosted module in the `showInContextInCourseGallery` field.

2. Click **Save**.

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