

Delete a playlist in Brightspace - Theming

Last Modified on 06/13/2025 7:14 pm IDT

 This article is designated for faculty members.

About

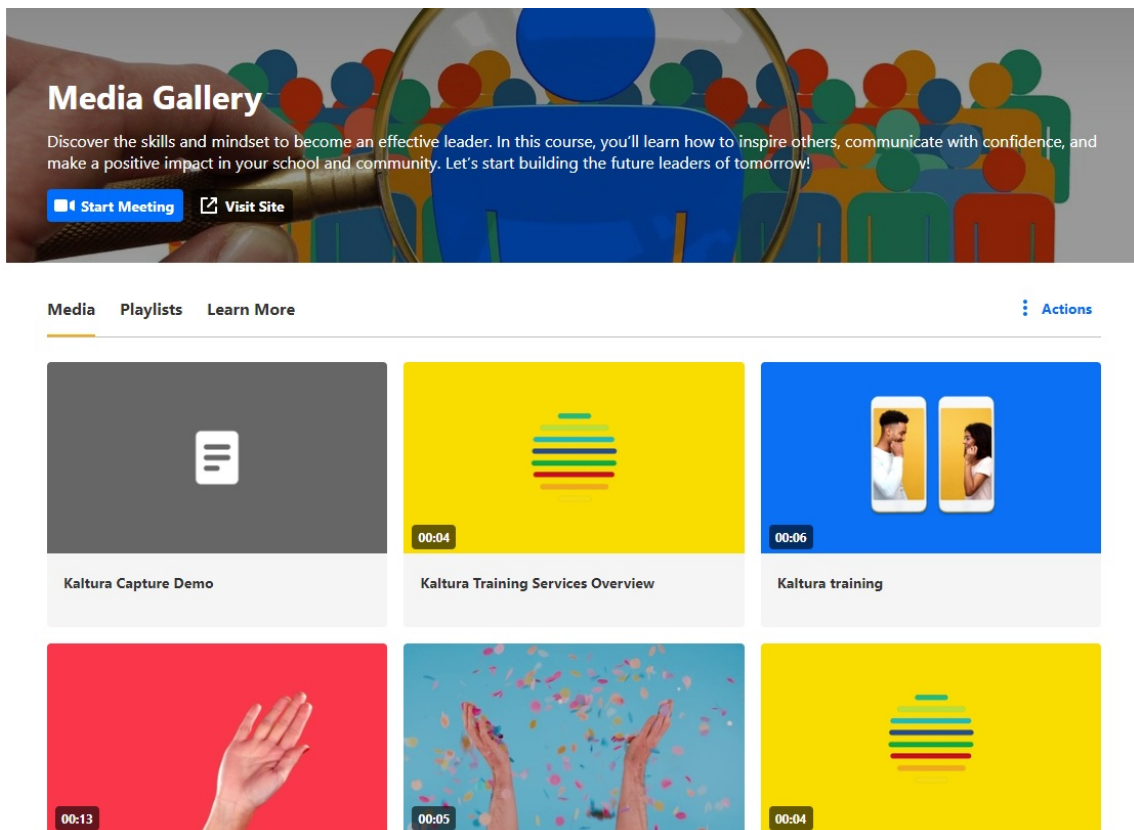
Refreshing your media gallery by removing outdated playlists helps keep your content up-to-date and engaging.



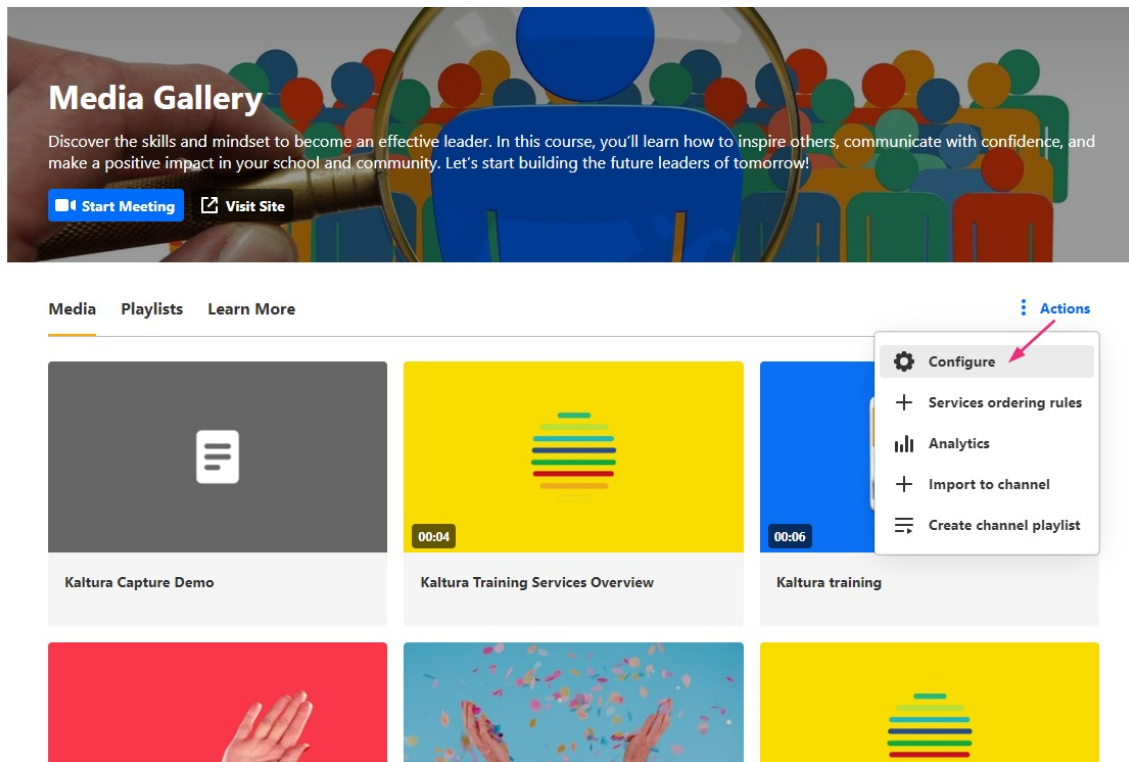
The instructions below are for **Theming** users. If you don't have Theming enabled on your account, please refer to our article 'Delete a playlist'.

Access the edit playlist page

1. Access the Media Gallery.



2. At the top right of the Media Gallery, click the **Actions** menu and select **Configure**.



The **Edit Media Gallery** page displays.

3. Click the **Playlists** tab.

Edit Media Gallery

Details **Playlists**

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

Discover the skills and mindset to become an effective leader. In this course, you'll learn how to inspire others, communicate with confidence, and make a positive impact in your school and community. Let's start building the future leaders of tomorrow!

Tags:

Options:

- ☒ Moderate content (media will not appear in media gallery until approved by the gallery manager)
- ☒ Enable comments in Media Gallery
- ☐ Keep comments private to Media Gallery.
- ☐ Force media published only to this channel to always be played in the context of the channel
- ☒ Enable Newrow Live Room
- ☒ Display embedded media in this Media Gallery

Save [Back to Media Gallery](#)





















The playlists in your Media Gallery display.

Edit Media Gallery

Details **Playlists**

13 Playlists

[+ Create Channel Playlist](#)

| Title | Type | Description | Entries | Actions |
|--------------------------|--------|------------------------------|---------|---|
| # My Playlist 312809 | Manual | | 3 |   |
| # This Is A New Playlist | Manual | This is a great playlist | 3 |   |
| # Training Playlist | Manual | This is a training playlist. | 3 |   |
| # Adi Playlist | Manual | | 5 |   |
| # Playlist 2 | Manual | | 4 |   |
| # My Playlist | Manual | | 5 |   |
| # Demo 7/11/23 | Manual | | 6 |   |
| # Semester 4 | Manual | | 6 |   |
| # Adi Playlist Demo 1 | Manual | | 1 |   |
| # New Playlist | Manual | This is my new playlist. | 4 |   |

Delete a playlist













1. Locate the desired playlist and click the trash icon at the far right.

Edit Media Gallery

Details **Playlists**

13 Playlists

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| # My Playlist | Manual | | 5 |   |

A warning message displays: *Are you sure you want to delete the playlist [name]?*

2. Click **Delete**.

A success message displays: *The playlist [name] was deleted successfully.*










Edit Media Gallery

Details **Playlists**

The playlist *This is a new playlist* was deleted successfully ×

12 Playlists

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