

# Search in My Media in video portal - Theming

Last Modified on 08/03/2025 6:25 pm IDT

 This article is designated for all users.

## About

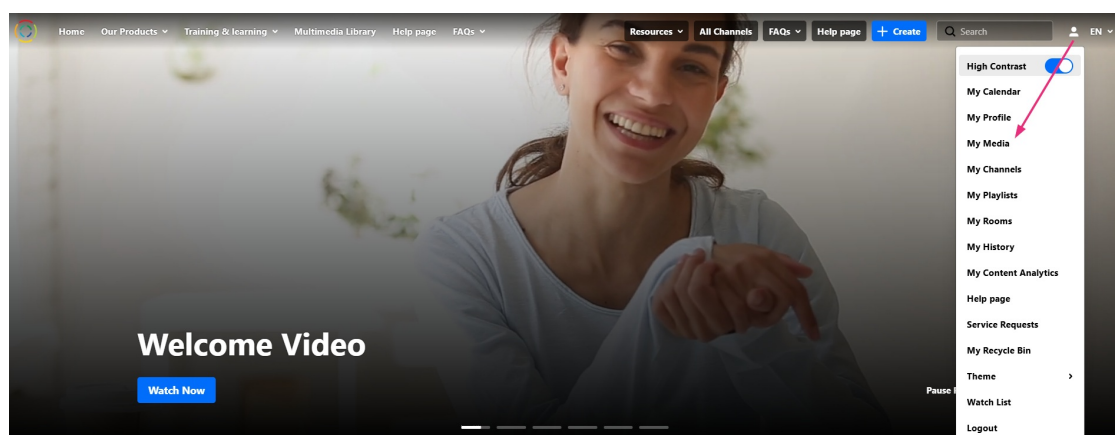
Kaltura offers a powerful search function in the My Media section of your video portal, making it easy to locate items quickly. Once you learn how to do a basic search, you can learn how to use special search parameters, tools, and filters to get the most helpful results.




These instructions are for [Theming](#) users. For non-Theming users, please see our article [Search in My Media](#).

## Access My Media

1. Select [My Media](#) from the user drop-down menu.



The My Media page displays.


[Home](#)
[Training](#)
[Help page](#)

[FAQs](#)
[+ Create](#)

EN

49 Results found
[Clear all filters](#)

Sort By

Media Type

Publish Status

Webcasts

Scheduling

Ownership

Captions

Duration

Creation Date

Last Update Date



**Interactive video**  
 Description  
 Rapt Media • Owner • 5 Plays • Unlisted

Explore



**Underwater World - Quiz**  
 Test  
 Quiz • Owner • 15 Plays • Unlisted

Explore



**Data-Driven, Decision-Ready**  
 Saturday, July 12, 2025, 5:00 PM - 6:00 PM IDT (scheduled)  
 This session cuts through the hype to show how smart dashboards, KPIs, and AI analytics can directly support business go...  
 Meeting • Owner • Published

Explore




**Future-Proofing Your Tech Stack**  
 Friday, July 04, 2025, 4:45 PM - 5:45 PM IDT (scheduled)  
 From AI-driven automation to scalable cloud architecture, this session dives into the technologies that can keep your busi...  
 Meeting • Owner • Published

Explore

## Search and filter

To search for content, enter your keyword(s) in the search field. As you type, you will see your search history if you have any. If you hover, you'll see an 'x', which you can click to remove the search from your 'previous searches'.


[Home](#)
[Training](#)
[Help page](#)

49 Results found
[Clear all filters](#)


Sort By

Media Type



**Interactive video**  
 Description  
 Rapt Media • Owner •

Press **Enter** on your keyboard to activate the search. The number of results are displayed to the right of the search field.


[Home](#)
[Training](#)
[Help page](#)

[FAQs](#)
[+ Create](#)

EN

1 Result found
[Clear all filters](#)

Sort By

Media Type

Publish Status

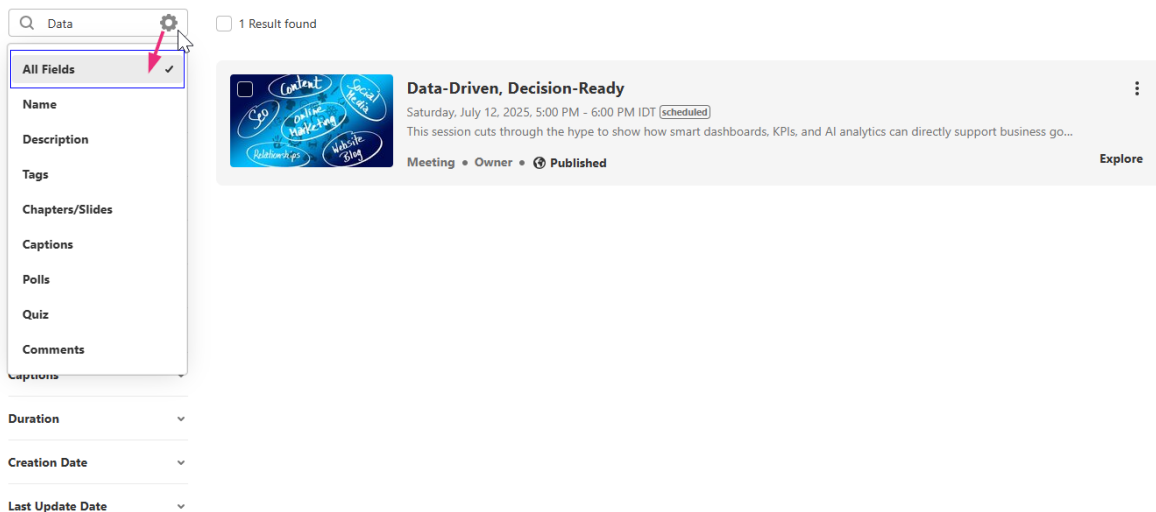


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You can access advanced search options for specific fields by clicking the **gear icon**. (The gear icon won't be visible unless a search term is entered.)

## My Media



The gear icon opens a drop-down menu with filters allowing you to search for the term in one of these specific fields:

- All fields
- Title
- Description
- Tags
- Chapters / Slides
- Captions
- Polls
- Quiz (results from quiz questions and answers)
- Comments



Please note **Playlists** are not currently searchable in the video portal.

Use the filters beneath the search field to refine, sort, and adjust your search. For example, you can filter by the **Publish status** of a media item, as shown below:

**Publish Status** ^

- ☐ All Statuses
- ☒ Private
- ☐ Published
- ☐ Pending
- ☐ Rejected
- ☐ Unlisted

You can also filter according to **Scheduling**, as shown below:

**Scheduling** ^

- ☐ All Availabilities
- ☒ Future Scheduling
- ☐ Available Now
- ☐ Past Scheduling



Filters are configured by your administrator in the [Search module](#).

To learn more about the search and filter functions, check out our article [Global search](#). The **Publish status** and **Scheduling** filters are exclusive to the My Media page and are not available on the global search page.