Roles and permissions in Sakai

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👥 **This article is designated for all users.**

About

In Kaltura's LMS Video, permissions control what you can view, upload, and manage in your course. There are two types of roles that work together to define your access:

- **Applicative Roles** - what you can do across the system (for example, upload media).
- **Contextual Roles** - what you can do within a specific Media Gallery in your course (for example, contribute or manage content).

These roles are usually set automatically based on your role in the LMS (for example, instructor or student).

Applicative roles

Applicative roles determine what you can do overall in your LMS.

- **anonymousRole** – Can browse open areas but must log in to interact with media.
- **viewerRole** – Can view media but not upload or access My Media.
- **privateOnlyRole** – Can upload and publish media where permitted.
- **adminRole** – Can upload, publish, and manage media across entitled areas.
- **unmoderatedAdminRole** – Same as 'adminRole' but content isn't subject to moderation.
- **unconfirmedViewerRole** – Can only view content with extra restrictions.

Contextual roles in Media Gallery

The Media Gallery is the shared media space for your course. Contextual roles define what you can do inside it:

- **Member** – Can access and view media in the gallery.
- **Contributor** – Can view and add media to the gallery.
- **Moderator** – Can contribute media and approve or reject content if moderation is on.

- **Manager** – Can manage gallery settings, members, and content.

> ℹ️ These roles usually map to your LMS role, for example, instructors are typically managers, and students are members or contributors.

Access control

My Media and collaboration

My Media is your personal media library. From here, you can:

- Upload and manage your media
- Publish to Media Galleries
- Add collaborators (co-editors or co-publishers)
- View analytics (if available)

Even if you don't have My Media access, you can still collaborate if someone adds you as a co-publisher or co-editor.

Browse, Search & Embed (BSE)

The **Browse, Search & Embed** tool lets you insert Kaltura media directly into your LMS course, for example, in announcements, assignments, or discussion boards.

The options you see depend on your permissions.

> ✅ If you can't upload or manage media as expected, check your LMS role or contact your course admin to adjust your permissions.