

## Edit metadata for an entry in KMC

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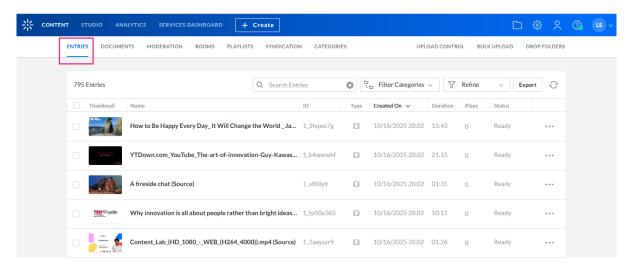
This article is designated for administrators.

## **About**

The Metadata tab on the entry details page lets you edit and manage an entry's core information, including title, description, tags, categories, and any custom metadata fields configured in your account.

## Access the metadata tab

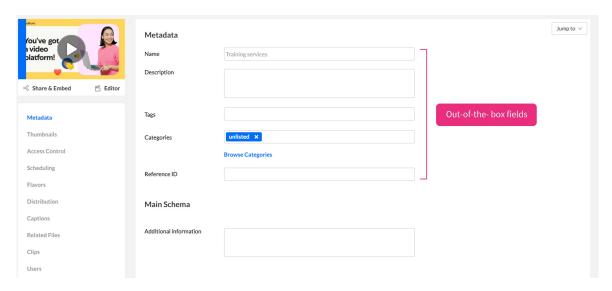
1. Log into your Kaltura Management Console. The **Entries** page displays by default.



2. Click on the desired entry's title or thumbnail.

The entry details page displays with the **Metadata** tab open by default.





## **Edit metadata**

- 1. Update the fields you want to edit:
  - Name (Title)
  - Description
  - Tags
  - Categories
  - Reference ID
  - Custom metadata fields (if available)\*



\*Everything below the out-of-the-box fields relates to custom metadata schemas and whether you have configured them as searchable. See Create a Custom Metadata Schema for more information.

2. Click **Save** at the top right.