

Configure channel settings & layout - Theming

Last Modified on 02/06/2026 11:24 pm IST

 This article is designated for all users.

About

Use the **Settings & layout** tab to choose a channel layout and control which sections are visible to viewers.

The Settings & layout tab appears only if it's enabled by your admin.



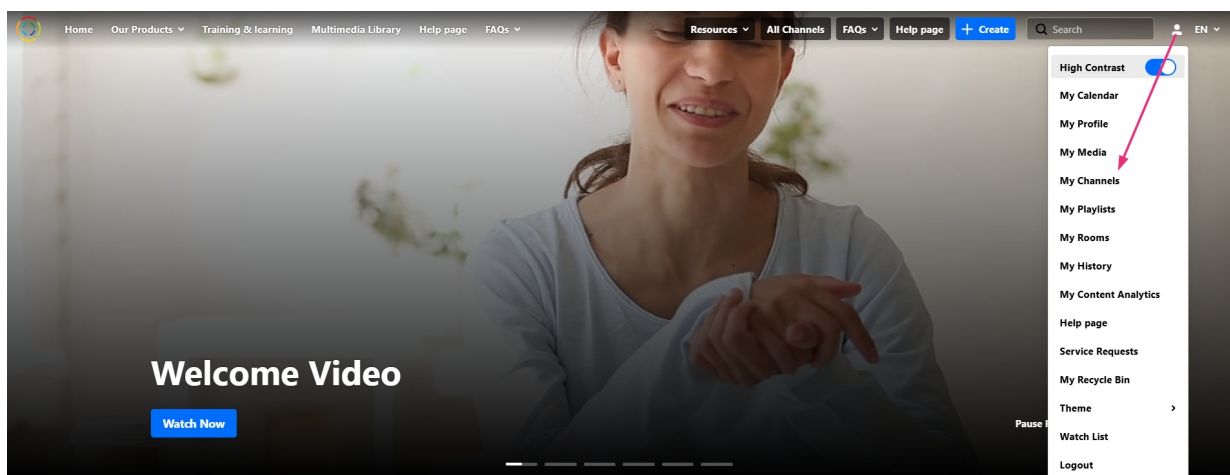
The instructions below are for [Theming](#) users. If you don't have Theming enabled, please refer to our article [Edit a channel](#).

Who can use this

- Channel owners
- Channel managers

Access the Settings & layout tab

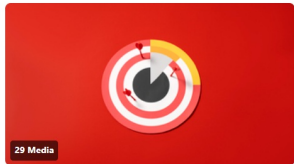
1. From the user menu, select **My Channels**.



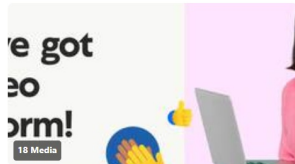
The **Channels** page displays.

Channels


Membership: 1
 Types: All
 Sort By
 [+ Create channel](#)



Training channel
3 Members • 0 Subscribers
[Go to channel](#)



Shared repository
1 Member • 0 Subscribers
[Go to channel](#) [Subscribe](#)

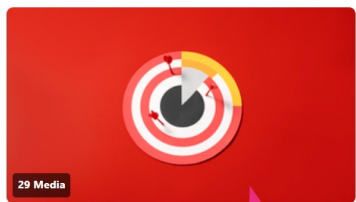


Enterprise solutions
1 Member • 0 Subscribers
[Go to channel](#) [Subscribe](#)

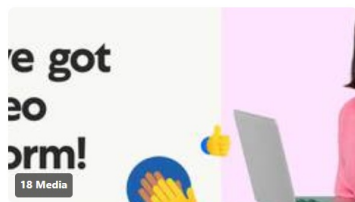
- Find the channel you want to edit and click **Go to channel** or the thumbnail.

Channels


Membership: 1
 Types: All
 Sort By
 [+ Create channel](#)



Training channel
3 Members • 0 Subscribers
[Go to channel](#)



Shared repository
1 Member • 0 Subscribers
[Go to channel](#) [Subscribe](#)

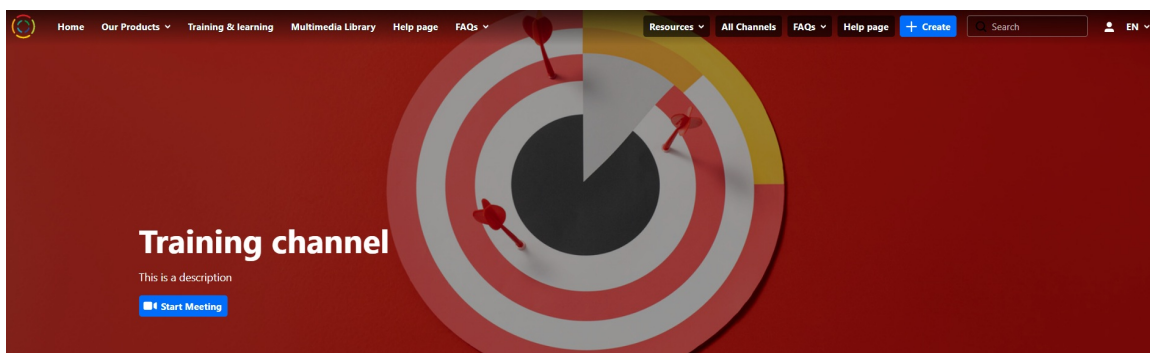


Enterprise solutions
1 Member • 0 Subscribers
[Go to channel](#) [Subscribe](#)

The channel page opens.

[Home](#)
[Our Products](#)
[Training & learning](#)
[Multimedia Library](#)
[Help page](#)
[FAQs](#)
[Resources](#)
[All Channels](#)
[FAQs](#)
[Help page](#)
[+ Create](#)


[EN](#)



Training channel
This is a description
[Start Meeting](#)

Media Sessions Playlists Learn More

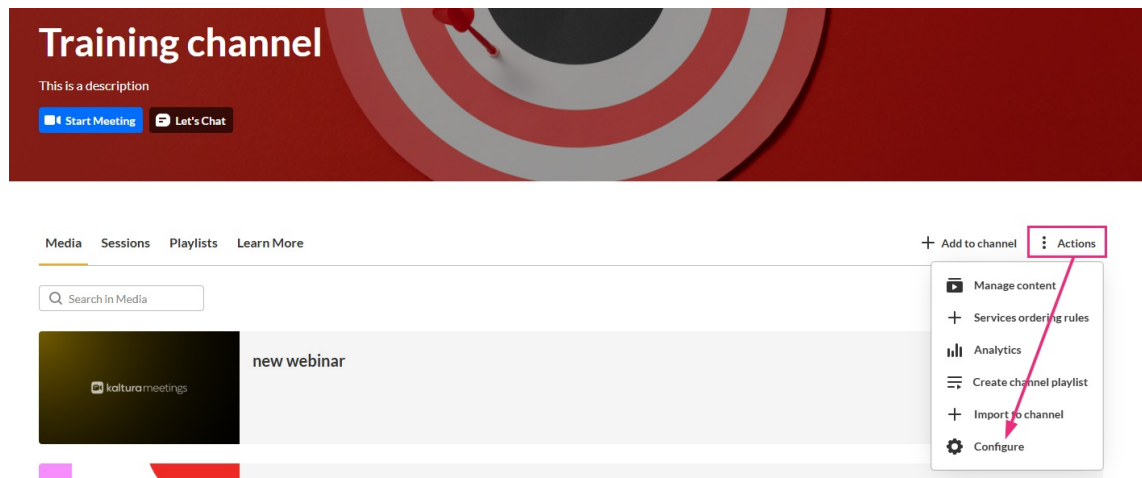
[+ Add to channel](#)
[Actions](#)


 Test room

- At the far right, click the **Actions** menu and select **Configure**.



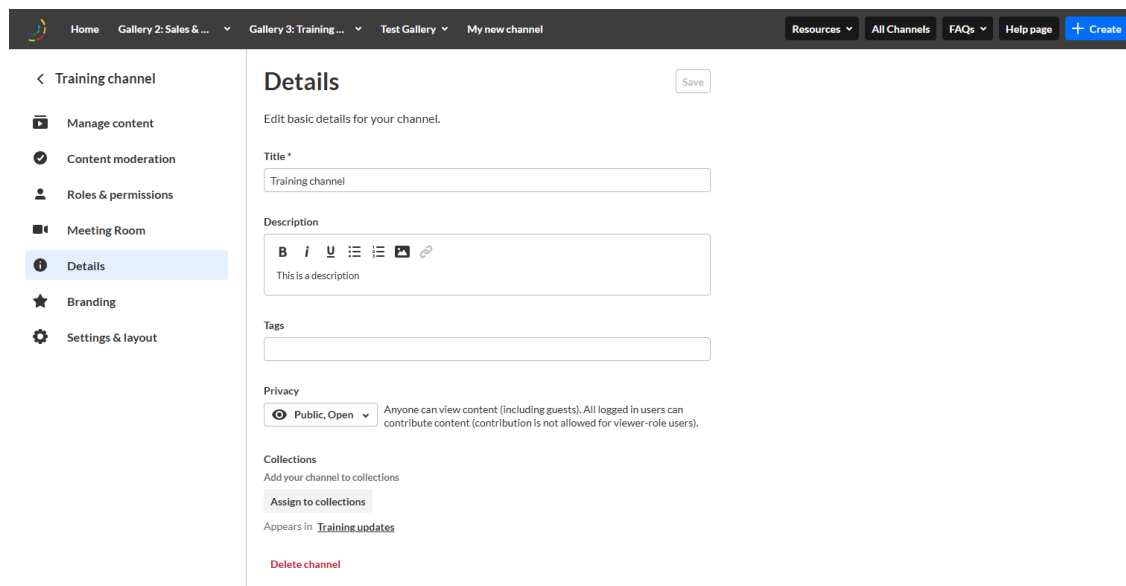
You must enable the Channel Theming UI module for 'Configure' to appear in the Actions menu.



The configure page opens on the **Details** tab by default with a left-hand navigation.



The screenshot below shows an example of the configure page. If 'channeledit' is set to 'Yes' in the Theming module, the page will appear as shown. If it is set to 'No', the page will look different.



4. In the left navigation panel, click **Settings & layout**.

< Training channel

Manage content

Content moderation

Roles & permissions

Meeting Room

Details

Branding

Settings & layout

Details

Save

Edit basic details for your channel.

Title *

Training channel

Description

B *i* U    

This is a description

Tags

tag X

Privacy

 Public, Open

Anyone can view content (including guests). All logged in users can contribute content (contribution is not allowed for viewer-role users).

Collections

Add your channel to collections

Assign to collections

Appears in [Marketing](#), [Sales](#), [Training updates](#)

Delete channel

The 'Settings & layout' page displays.

< Training channel

Manage content

Content moderation

Roles & permissions

Meeting Room

Details

Branding

Settings & layout

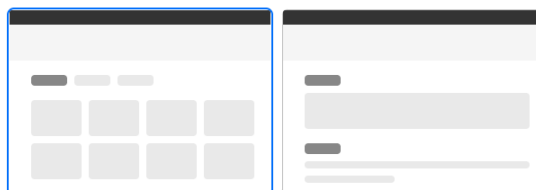
Settings & layout

Save

Customize your page layout, sections, and media display style.

Channel layout

Choose the layout of your channel.



Tabs view **Active**

Vertical view

Header links

Add links to display on the channel header.

☐ Add custom link

☐ Add custom link

Visible sections

Select which sections to show on the page. Note that empty sections will automatically be hidden.

☒ Sessions

☒ Playlist

☒ Media

☒ About

Configure your channel using the steps below. Be sure to click **Save** at the top right when you finish.



Available options depend on your role and admin configuration.

Configure settings & layout

Channel layout

Use the **Channel layout** section to choose how content is organized on the channel page.

Channel layout

Choose the layout of your channel.

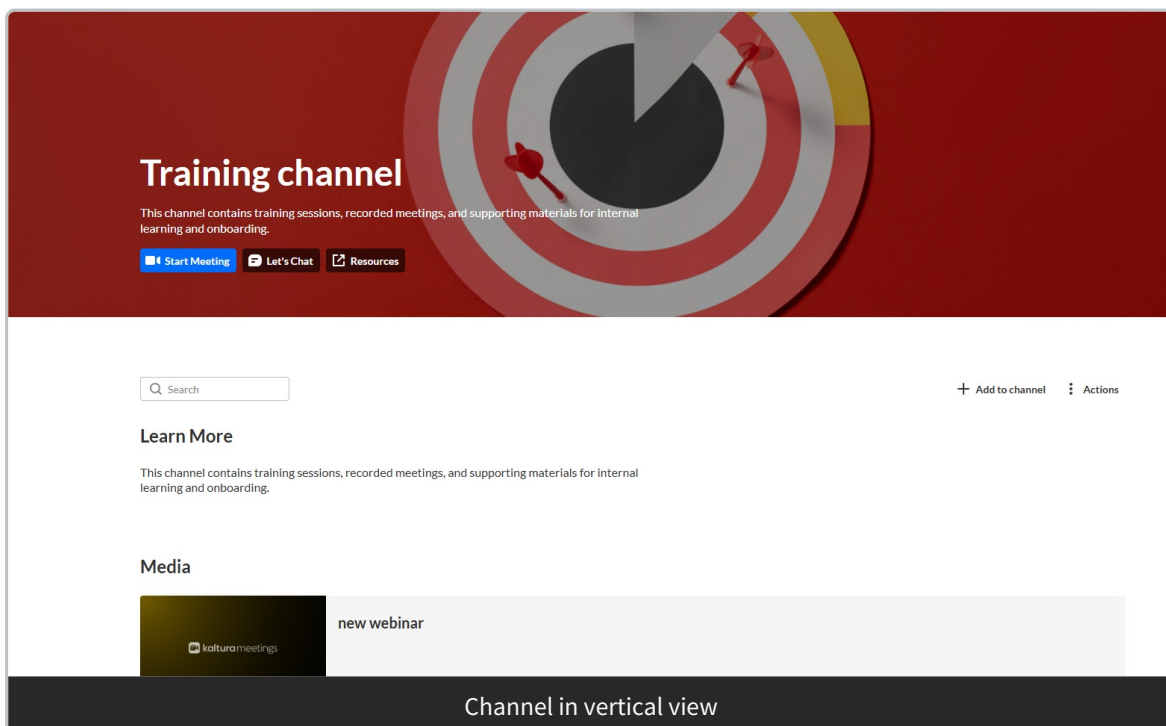


Available layouts include:

- **Tabs view** – Content is organized into tabs across the page
- **Vertical view** – Content is displayed in a single, scrollable layout

The layout currently in use is marked as **Active**.

In the image below, the channel is set to vertical view:



Good to know

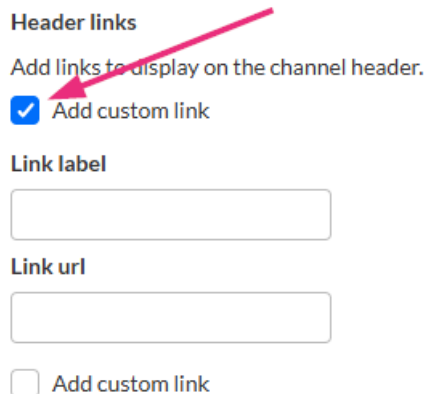
- If the channel layout is fixed by your admin, layout options won't appear.

- Layout changes apply to the entire channel and affect how all sections are displayed to viewers.

Header links

Header links are custom links that give viewers quick access to related resources, such as external websites, documentation, or internal pages.

1. Click **Add custom link**.



Header links
Add links to display on the channel header.

☒ Add custom link

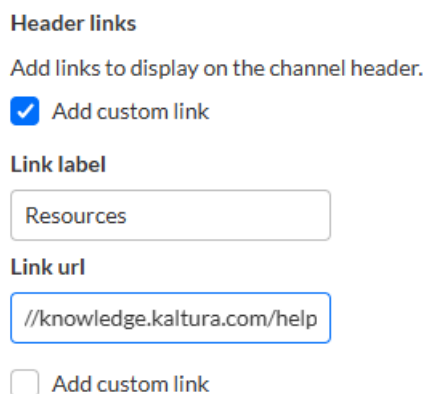
Link label

Link url

☐ Add custom link

Additional fields appear.

2. Enter the link label (the text users see).
3. Enter the link URL.



Header links
Add links to display on the channel header.

☒ Add custom link

Link label

Link url

☐ Add custom link

4. Repeat to add a second link if needed. You can add up to two custom links.

Viewers see the link in the channel header, as shown in the image below:



Visible sections

Use **Visible sections** to control which sections appear on the channel page. Select or clear the checkbox next to each section to show or hide it.

Visible sections

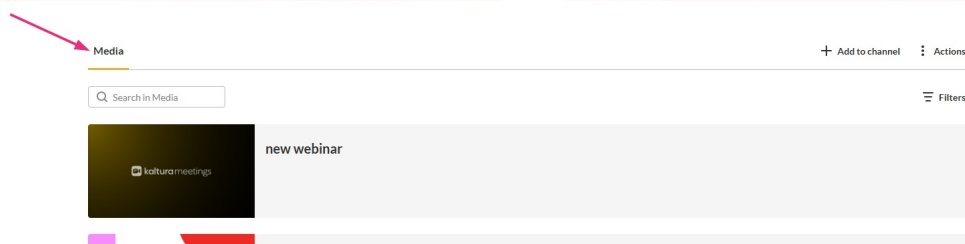
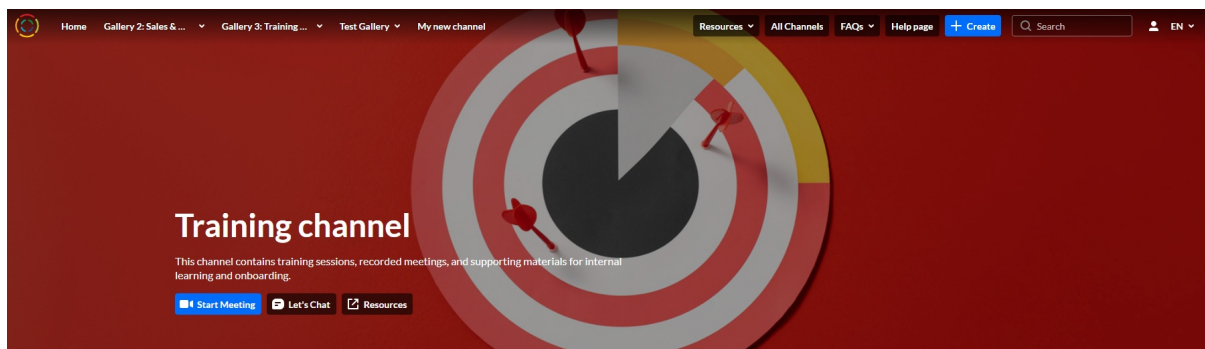
Select which sections to show on the page. Note that empty sections will automatically be hidden.

- ☒ Sessions
- ☒ Playlist
- ☒ Media
- ☒ About

Available sections include:

- **Sessions**
- **Genie** (if enabled on your site)
- **Playlist**
- **Media**
- **About** (displayed as **Learn more** on the channel page)

The image below shows the channel page with only the **Media** section visible, based on the selected section settings.



Good to know

- Sections with no content are automatically hidden.
- Hidden sections can be re-enabled at any time.



Note for Genie users: If Genie is enabled for your site, select 'Genie' in the **Visible sections** settings to display the 'Ask anything' experience. The way it displays on the channel page depends on the channel layout you choose (**Tabs view** or **Vertical view**).

For more information, see [Add Genie to specific channels](#).

Default section

Use **Default section** to choose which section loads first when users open the channel.

Default section

Select which section will load first on the page. Note that empty sections will automatically be replaced with the next available one.



The available options are:

- **Media**
- **Sessions**

- **Playlist**
- **About** (displayed as **Learn more** on the channel page)
- **Genie** (if enabled on your site)



Good to know

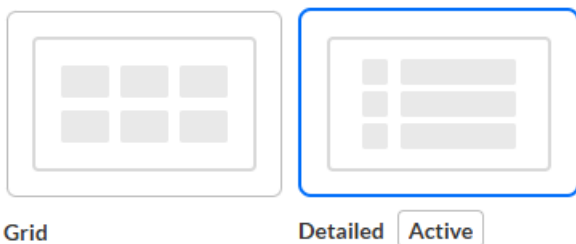
- The default section must be a visible section (a section may not be visible if it's turned off, has no content, or isn't enabled on your site).
- If the selected section has no content, the channel opens to the next available section automatically.

Media view mode

Use **Media view mode** to choose how media items are displayed in the channel.

Media view mode

Select the channel view mode.

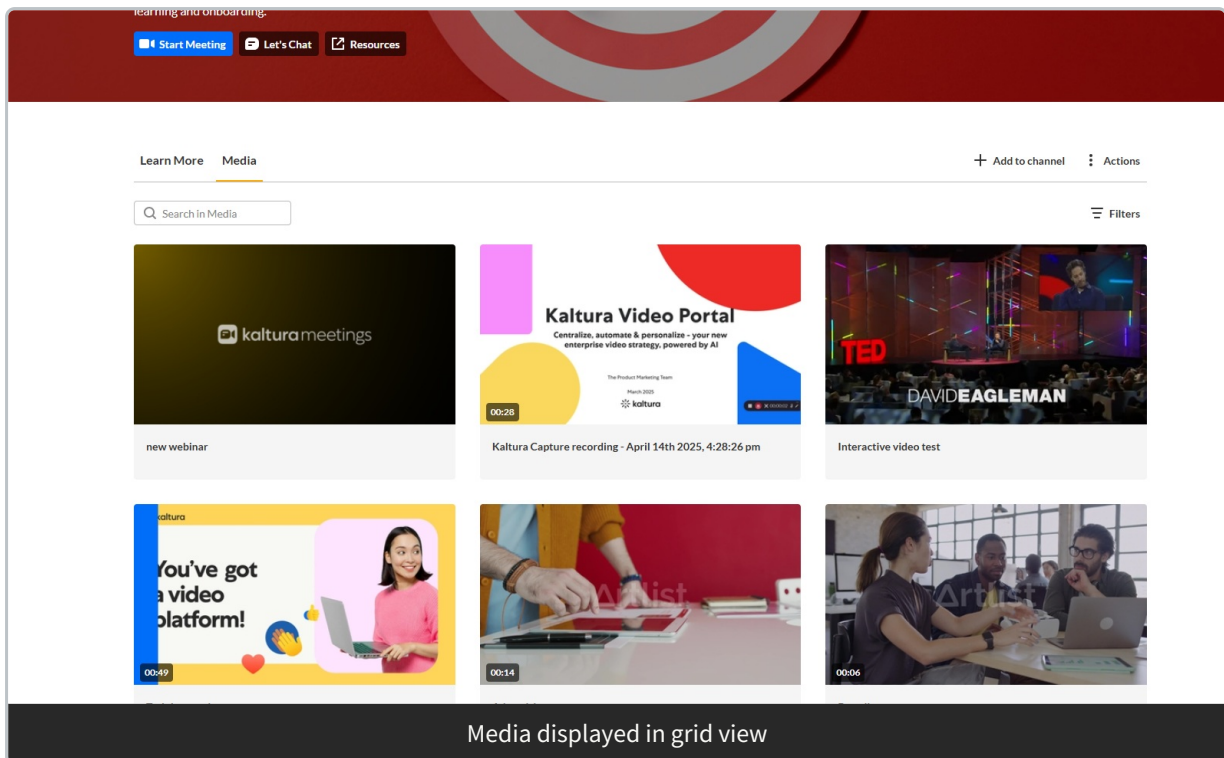


Available options include:

- **Grid** – Media items are shown in a tiled grid
- **Detailed** – Media items are shown with additional details

The active view mode is marked as **Active**.

The image below shows media items displayed in grid view:



Playback in context

Use **Playback in context** to control where media plays when users select a video.

When enabled:

- Media that is published only to this channel always plays within the channel context
- Viewers stay on the channel page while watching the video



This setting applies only to media published exclusively to this channel. For more information about publishing, visit our article [Publish media in Video Portal](#).

Channel TV

Use **Channel TV** to enable a continuous playback experience for sessions in the channel. When enabled, sessions play sequentially in a Channel TV-style experience.



This applies only to sessions in the channel (availability depends on your site configuration). For more information, see our article [Channel TV agenda](#).