

# Confidential Entry - Admin Guide

Last Modified on 02/10/2026 11:49 pm IST

 This article is designated for administrators.

## About

The **Confidentaentry** module allows users to mark content as confidential which prevents publishing of the entry in both KMS and KAF. This functionality is conditionally based on a custom metadata schema. Follow the steps to log into the Configuration Management section and configure the Confidentialentry module.



This module is for both Theming and non-Theming users.



For technical support, contact Kaltura Customer Care. For all other inquiries, reach out to your Customer Success Manager.

## Before you begin

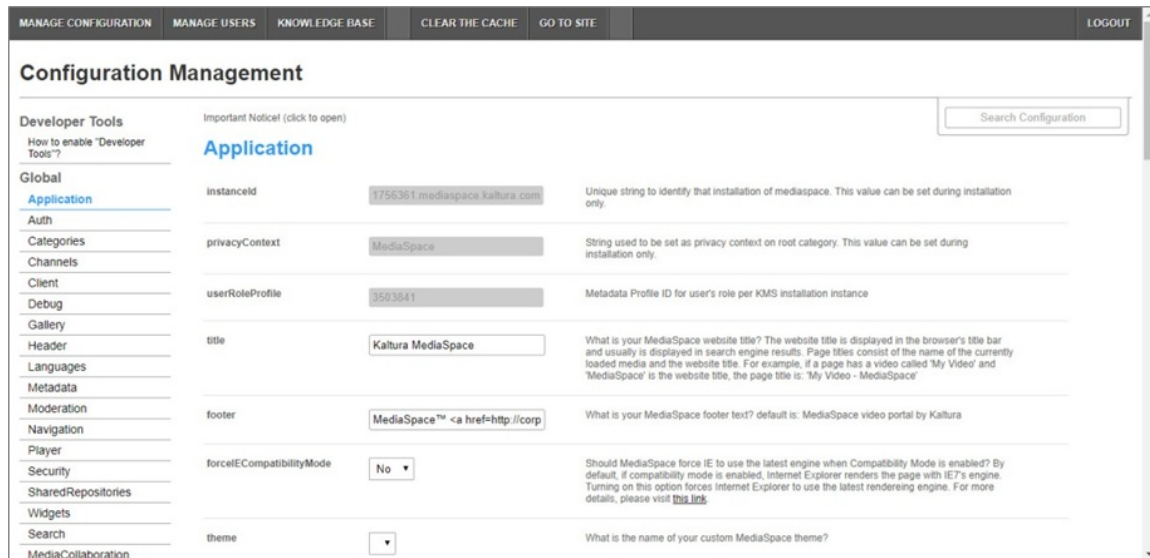
You may enable and configure the Confidentialentry module **only if** the following conditions are met:

1. A [custom schema](#) is added in the KMC.
2. The Customdata module is enabled and configured.
3. The Entrysaveconfirmation module is enabled and configured.

## Configure

1. Log into the Configuration Management console by going to your video portal URL and adding */admin* at the end.
2. Enter your Kaltura user ID and password.
3. Click **Sign In**.

The Configuration Management console displays.

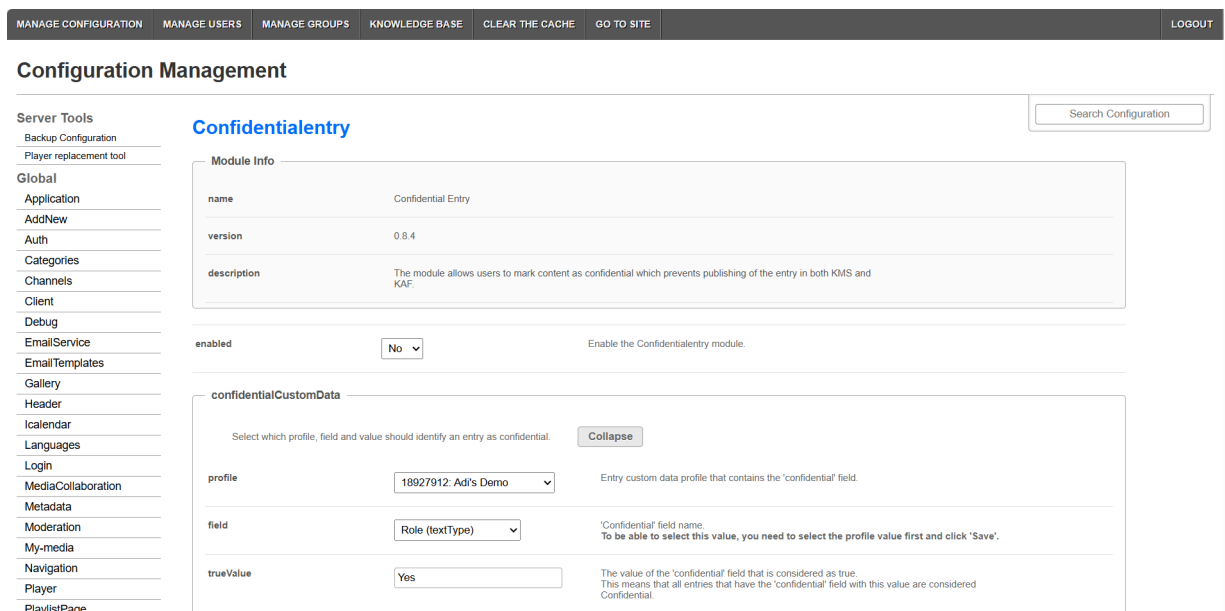


- In the list of configurable items on the left of your screen, locate and click on Confidentialentry. (The item will be crossed out because it's disabled by default.)



If this module is not in your video portal application, please get in touch with your Kaltura representative to inquire about adding it.

The Confidentialentry window displays.



The **Module Info** box displays the module name, description (what enabling this module allows users to do), and version number.

- In the enabled pull-down list, select **Yes** to enable the Confidentialentry module. Other configurable items following the enabled pull-down list are as follows.

Configuration Name	Options	Description
confidentialCustomData		Select which profile, field, and value should identify an entry as confidential.
profile	Depends on configuration of Customdata module.	Entry custom data profile that contains the 'confidential' field.
field	Depends on configuration of Customdata module.	'Confidential' field name.  To be able to select this value, you need to select the profile value first and click 'Save'.
trueValue	Free text	The value of the 'confidential' field that is considered as true.  This means that all entries that have the 'confidential' field with this value are considered Confidential.
tooltipText	Free text	'Confidential' field tooltip text.
confidentialEmbedWarning		Configure the warning popup modal that appears when the user tries to embed a confidential entry.
Title	Free text	Dialog title
message	Free text	Dialog body text
cancelButtonText	Free text	Cancel button text
confirmButtonText	Free text	Confirm button text
confidentialEntrySaveMessage	Free text	Confidential entry save confirmation dialog message text.

## 6. Click **Save**.

You receive a notice that your configuration for Confidentialentry was saved and the cache was cleared.

## User Experience

### Set media as confidential

1. As part of the upload/edit media process, choose a custom data schema. In our

example below, the user is uploading media.

kaltura

Q Search

EN

## Upload Media

🔄 1 Uploading

Product Tour

Uploading 70%

✕ Cancel Upload

🔒 Private

✎ Edit

02:34

Name \*

Product Tour

Description

B i U

☰ ☰

A

🖼️

🔗

Tags

Tags

Custom data - Text list - single Selection

Select one

Q Search

Item

Item

Item

Item

Item

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2. Click on **Private** button.


# Upload Media

🔄 1 Uploading


Drag and drop files to upload


All common video, audio and image formats in all resolutions are accepted.


Select Files

 **Product Tour**  
Uploading 70%

✕ Cancel Upload

 Private





 Edit



Name \*

Product Tour

Description

**B** *i* U   **A**  

Tags

Tags

Custom data - Text list - single Selection

2 Selected items

Custom data - Text list - Multi Selection

☐ Field 1

☐ Field 2

☐ Field 3

☐ Field 4

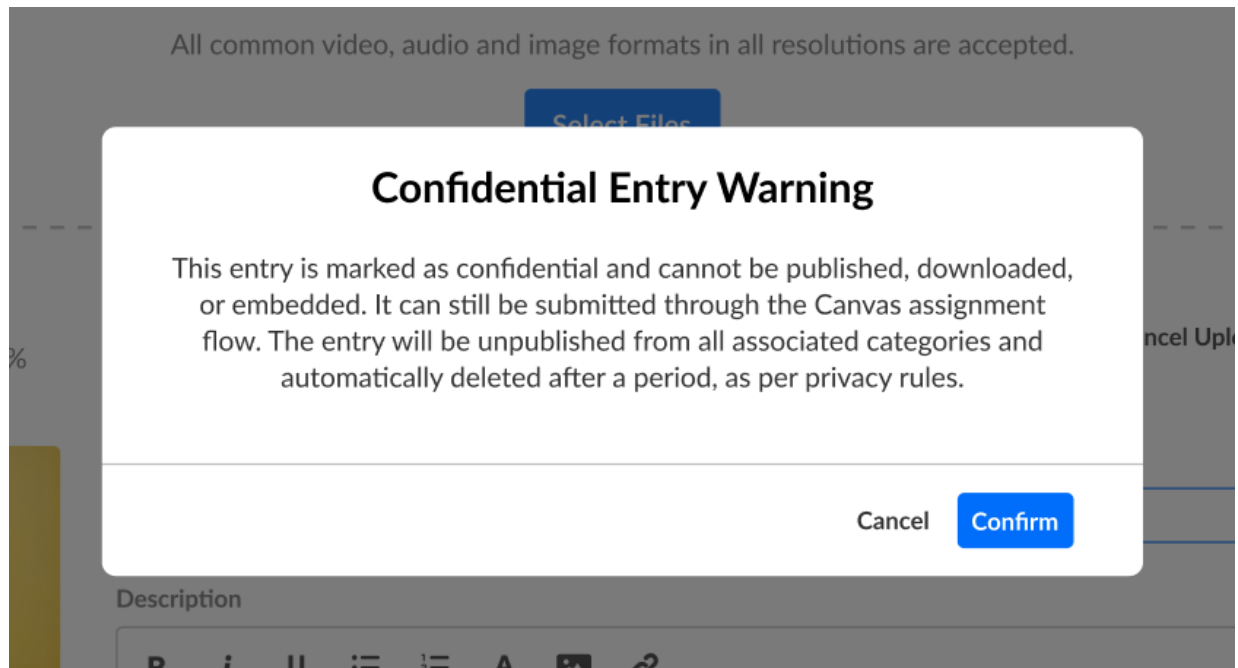
☐ Field 5

See more

Cancel

Save

A warning message displays asking you to confirm your action.



3. Click **Confirm**.



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