

# Manage media, attachments, and downloads in Content Hubs


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 This article is designated for all users.

## About

The **Assets** tab in the edit media page lets you manage the files associated with your media entry. From here, you can replace the main media file, add downloadable attachments, and control which files viewers can download.

This helps you keep your content up to date, provide supporting materials, and control access to downloadable versions.

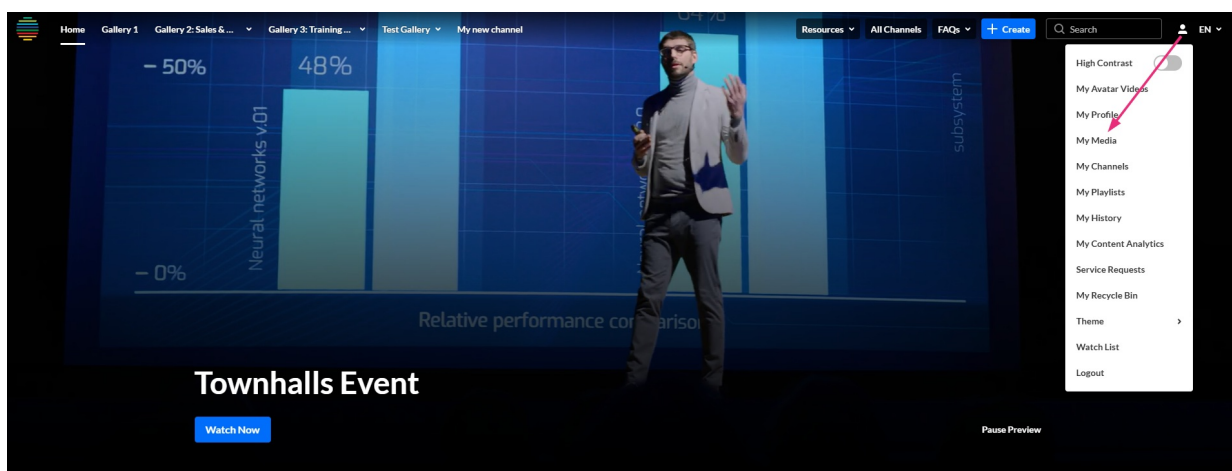
 This feature requires the [Theming module](#) to be enabled with the 'mediaedit' feature set to 'yes'.

## Who can use this

- Media owners
- Co-editors

## Access the Assets tab

1. From the user menu, select [My Media](#).



The 'My Media' page displays.

2. Click the **three dots** to the right of the desired media and select **Edit**.

## My Media

Search My-Media  62 Results found

[Clear all filters](#)

- Sort By
- Media Type
- Publish Status
- Webcasts
- Scheduling
- Ownership
- Captions
- Duration
- Creation Date
- Last Update Date

**Kaltura Architecture – APIs, UI Components & Management Tools (Source)**  
Video • Owner • 1 View • 1 Play • Private Explore

**Kaltura LMS & CMS Extensions – Unified Experience & Analytics (Source)**  
Video • Owner • 0 Views • 0 Plays • Private Explore

**Kaltura's Theming design system (Source)**  
Video • Owner • 5 Views • 5 Plays • Private Explore

**Test room**  
Meeting • Owner • Unlisted Explore

- Publish status
- Edit
- Analytics
- Delete

Alternatively, you can access the edit page from the [media page](#) by clicking the **three-dot menu** and selecting **Edit**.



The screenshot shows a video player interface. The video title is "Kaltura's Theming design system (Source)". The video player controls are visible at the bottom, including a play button, a progress bar, and a three-dot menu icon. A red arrow points to the three-dot menu icon, which is highlighted with a red box. Below the video player, there are icons for like, share, and the three-dot menu.

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

< Kaltura's Theming design system (Source)

**Details**

Theme & layout

Schedule

Thumbnail

Privacy

Assets

Roles & permissions

Accessibility

## Details




Save

Edit basic details for your media.

Name \*

Kaltura's Theming design system (Source)

Description

**B** *i* U    

Tags

single text

multi text

+ Add

single date no time

 dd/mm/yyyy

multi date with time

 dd/mm/yyyy  hh:mm aa

3. In the left navigation, click the **Assets** tab to display the Assets edit page.

< Kaltura's Theming design system (Source)

Details

Theme & layout

Schedule

Thumbnail

Privacy

**Assets**

Roles & permissions

Accessibility

Information


## Assets

Manage your media assets including alternative formats, attachments, and download options.

Replace media

Upload a new file to replace the current media

 Upload  Replace Media from URL

 All current flavors will be replaced upon replacement approval. Any time based metadata won't be synced with the new content.

Attachments


Attach downloadable content to the media.


 Upload


Video Asset Files


Download the available video files for this media.

Source  Download

Basic/Small - WEB/MBL (H264/400)  Download

Basic/Small - WEB/MBL (H264/600)  Download

SD/Small - WEB/MBL (H264/900)  Download

SD/Large - WEB/MBL (H264/1500)  Download

HD/1080 - WEB (H264/4000)  Download

End-User Download Permissions

Select which video versions viewers are allowed to download.

source

Basic/Small - WEB/MBL (H264/400)

All edit actions apply immediately. There is no **Save** button on this page.

- The Assets tab displays only if relevant modules are enabled in your account.
- Each section (Replace media, Attachments, Downloads) appears only if its corresponding module is enabled.

## Replace the main media file

Use this section to upload a new version of your media while keeping the same entry, link, and analytics.

This feature requires the [Replacemedia module](#) to be enabled.

## Manage attachments

Use attachments to add downloadable files (for example, PDFs, slides, or additional media) to your entry.

This feature requires the [Attachments module](#) to be enabled.

## View available media files

The **Video Asset Files** section lists all available versions of your media (for example, source, HD, or lower-resolution formats). The list reflects the versions generated during upload and processing.

Each file appears with a **Download** button, allowing media owners and co-editors to download files directly.

## Control download options

The **End-User Download Permissions** section lets you control which media files viewers can download.

Use the toggle switches next to each format to allow or prevent viewer downloads.

This feature requires the [Download module](#) to be enabled.