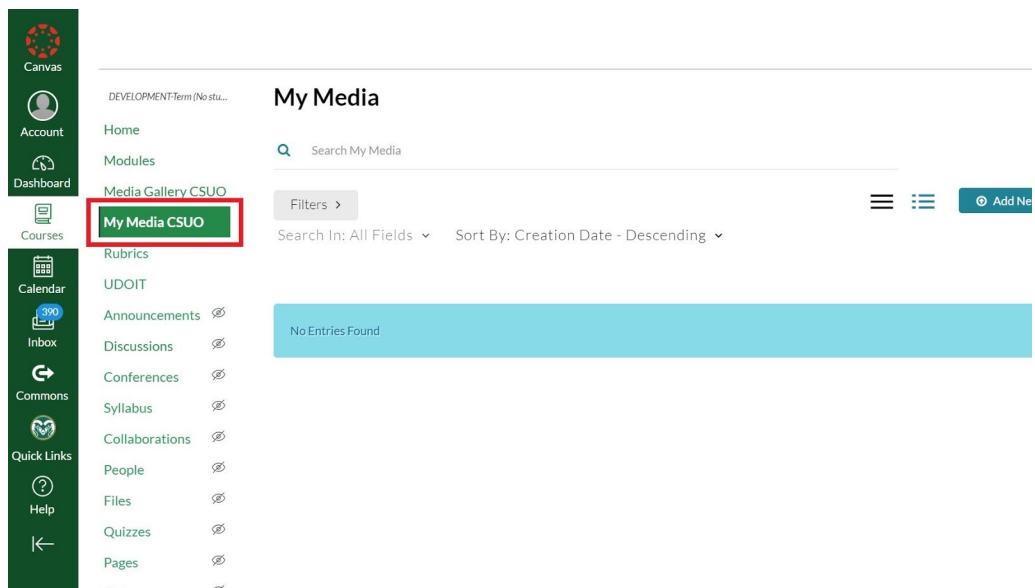


Adding a Co-Editor to a Kaltura Video

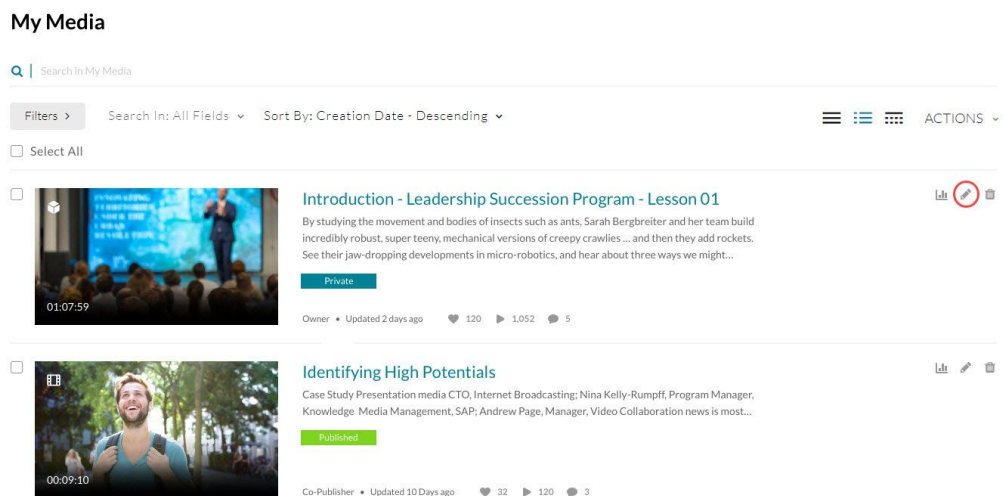
Once you've created a Kaltura video, you can add a member of our video production team as a co-editor who can assist you with many of the post-production edits needed to ensure a high-quality learning experience for students.

Go to your Canvas course and click the "My Media" tab on the left-hand navigation panel.




The screenshot shows the Canvas LMS interface. On the left is a dark green navigation panel with icons for Canvas, Account, Dashboard, Courses, Calendar, Inbox, Commons, Quick Links, and Help. The 'Courses' section is expanded, showing a list of course-related tabs: Home, Modules, Media Gallery CSUO, My Media CSUO (highlighted with a red box), Rubrics, UDOIT, Announcements, Discussions, Conferences, Syllabus, Collaborations, People, Files, Quizzes, and Pages. The main content area is titled 'My Media' and contains a search bar, filters, and a 'No Entries Found' message.

Click the pencil icon located on the right side of the video you wish to modify.



The screenshot shows the 'My Media' page with two video entries. The first entry is titled 'Introduction - Leadership Succession Program - Lesson 01' and has a pencil icon on the right. The second entry is titled 'Identifying High Potentials' and also has a pencil icon on the right. Each entry includes a video thumbnail, a title, a description, and a status label (Private or Published).

Select the “Collaboration” tab located below the video thumbnail.



0:00 / 5:04 1x

Launch Editor

Details Options **Collaboration** Replace Video Captions Attachments

Name: (Required)

Description: **Black** **Bold** *Italic* Underline [List Icons] [Link Icon] [Image Icon]

View full lesson: <http://ed.ted.com/lessons/what-makes-something-kafkaesque-noah-tavlin>

The term Kafkaesque has entered the vernacular to describe unnecessarily complicated and frustrating experiences, especially with bureaucracy. But does standing in a long line to fill out confusing paperwork really capture the richness of Kafka's vision? Beyond the word's casual use, what makes something "Kafkaesque"? Noah Tavlin explains.

Tags:

Save Go To Media Delete Entry

Click on the “+ Add Collaborator” button.

Details Options **Collaboration** Attachments Captions Presenters Thumbnails Live Stream Details

Timeline Replace Video Trim Video

Media Owner [Change media owner](#)

Change who can administer and is credited with media. Note that this is not necessarily the copyright owner of the content.

Media Collaborators [+ Add Collaborator](#)

Select users that are allowed to edit the content metadata and related assets (such as caption files) and/or allowed to publish

VIEW ALL PERMISSIONS ▾

Member	User ID	Permission	
private user	private	Co-Editor	✎ ✕
admindedge user	admindedge	Co-Editor	✎ ✕
Debbie Zioni	debbie.zioni	Webcast Moderator	✎ ✕

Select the “Co-Editor” checkbox, enter the name of the person you wish to add, then click the “Add” button at the bottom of your screen.

Add a Collaborator

Select permissions:

- Co-Editor
- Co-Publisher
- Co-Viewer

Cancel **Add**

You can manage the permissions and membership of co-editors and other collaborators at any time.

Details Options **Collaboration** Attachments Captions Presenters Thumbnails Live Stream Details

Timeline Replace Video Trim Video

Media Owner [Change media owner](#)

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Media Collaborators [Add Collaborator](#)

Select users that are allowed to edit the content metadata and related assets (such as caption files) and/or allowed to publish

VIEW ALL PERMISSIONS ▾

Member	User ID	Permission	
private user	private	Co-Editor	edit delete
admindedge user	admindedge	Co-Editor	edit delete
Debbie Zioni	debbie.zioni	Webcast Moderator	edit delete

Congratulations! You have added a co-editor to your Kaltura video, allowing for our amazing video production team to assist you with your post-production needs.