Publishing and Sharing Your Media
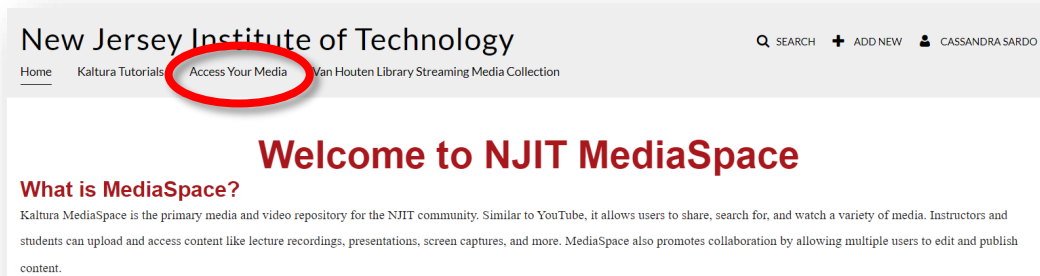
By default, saved media is set to **"Unlisted."** This means that your media will be visible to anyone with a link to it. To share your Kaltura Capture media and to ensure that others can access it, it needs to be either unlisted or published.

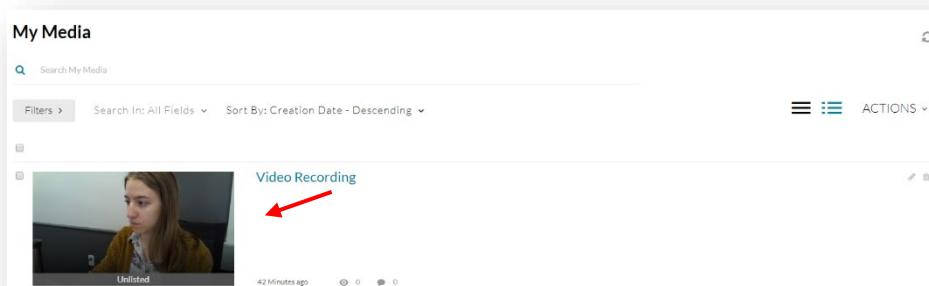## What's covered in this tutorial (Click on the title to jump to the section)

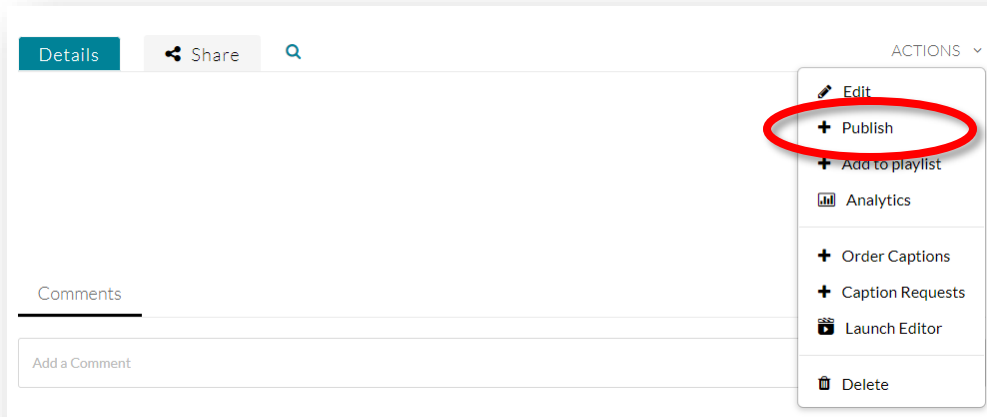## Publishing Your Media

1. Go to https://mediaspace.njit.edu/njit and log in.

2. After logging in, click **"Access Your Media."**

3. Under **"My Media,"** click on the video that you want to publish.

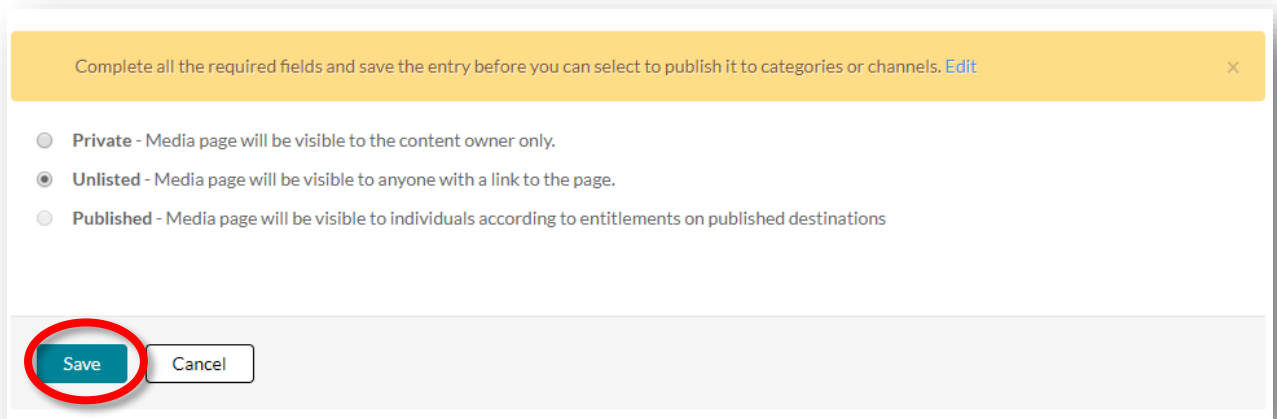4. Click on the **"Actions"** dropdown and click **"Publish."**

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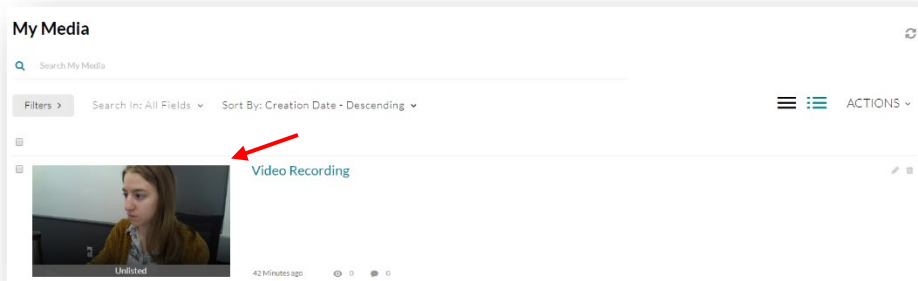5. You will be given three publishing options:
   - Private – Media page will be visible to the content owner only.
   - Unlisted – Media page will be visible to anyone with a link to the page.
   - Published – Media page will be visible to individuals according to entitlements on published destinations.

   Select how you would like to publish your media and click **"Save."** You may receive a notice that you must "Complete all the required fields and save the entry before you can select to publish it to categories or channels."
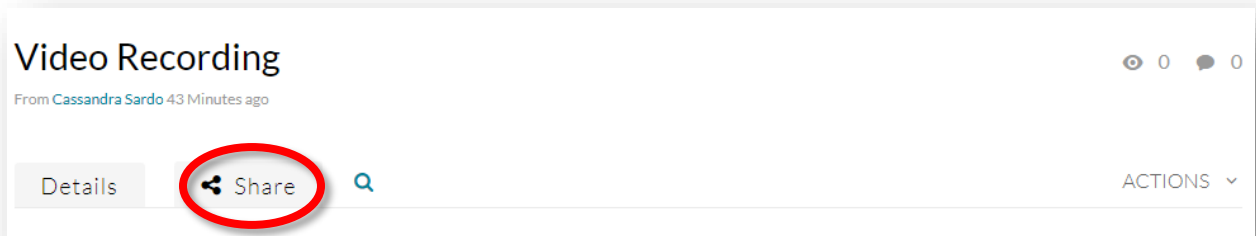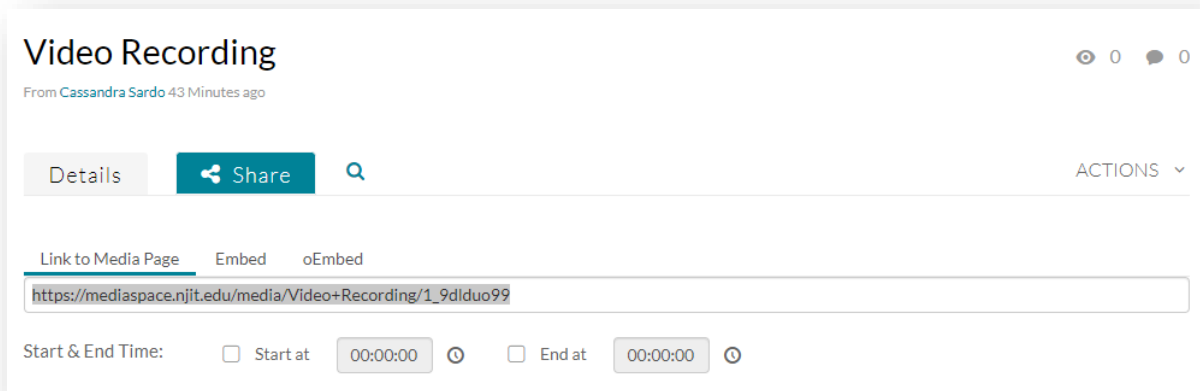

Sharing Your Media

1. Under **"My Media,"** click on the video that you want to share.

2. Click **"Share."**

3. Then, you can copy the link to your media page, or you can copy the embed code.

For more on sharing and embedding media, please see the [Publishing Media to Your Course](#) and [Embedding Media in Your Moodle Course](#) tutorials. You can also learn to embed media in your Canvas course on the [Using Kaltura](#) page of the NJIT Canvas – Faculty Orientation course.

Questions?

Please contact the IST Service Desk for further assistance.
You can reach the IST Service Desk from Monday to Friday, 8AM to 7PM.

Phone: (973) 596-2900 | Location: Student Mall, Room 48
Request Help Online: https://ist.njit.edu/servicedesk/