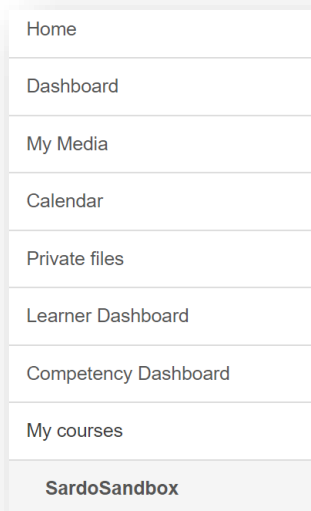


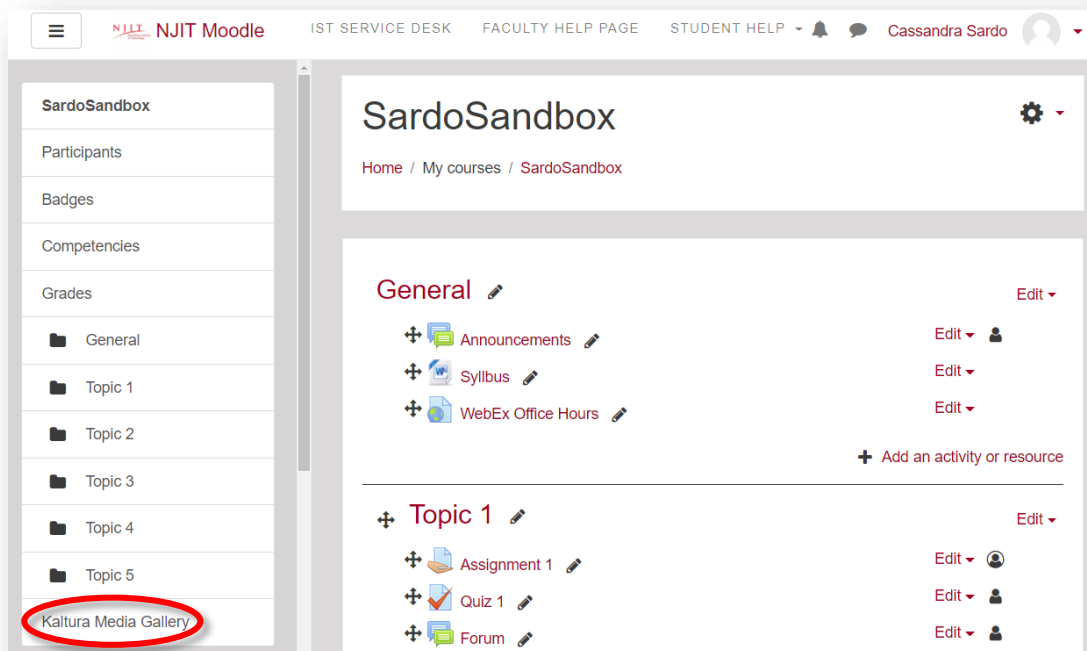
Publishing Media to Your Moodle Media Gallery

Publishing media to your course makes it easier to share media with students in a specific course. Your **“Kaltura Media Gallery”** acts as a small, individual repository for your courses.

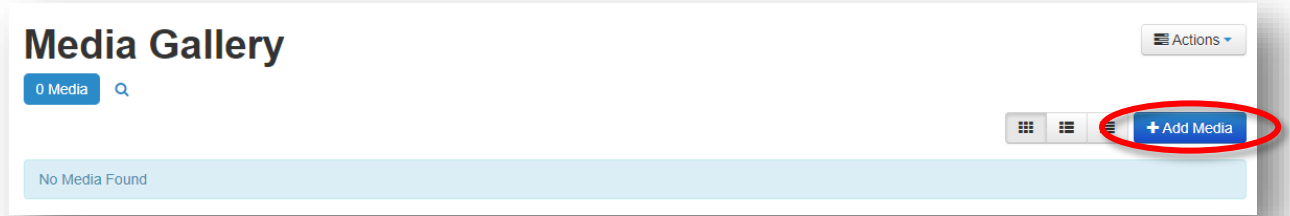
1. Select the course that you would like to publish media to.



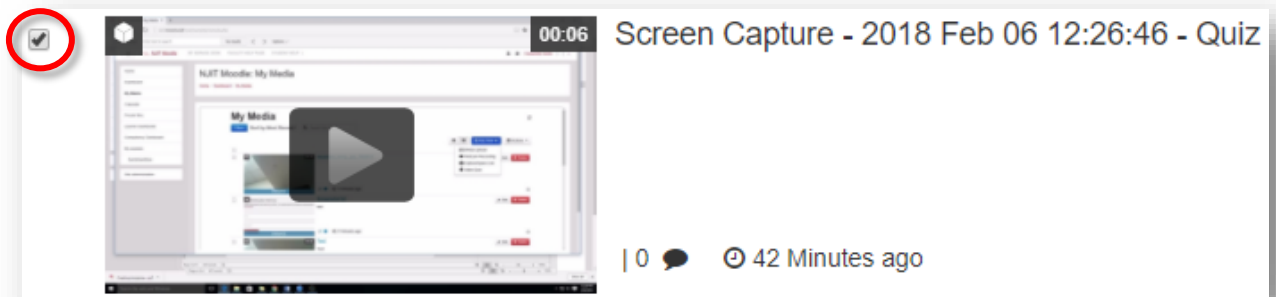
2. In the course navigation block, click on **“Kaltura Media Gallery.”**



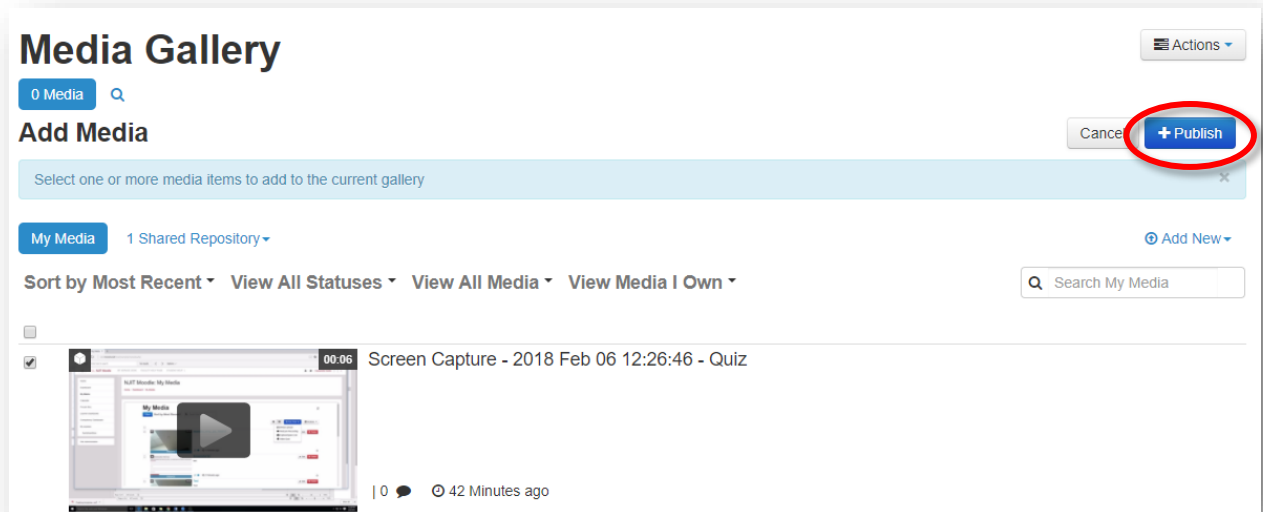
3. In the “Media Gallery,” click “Add Media.”



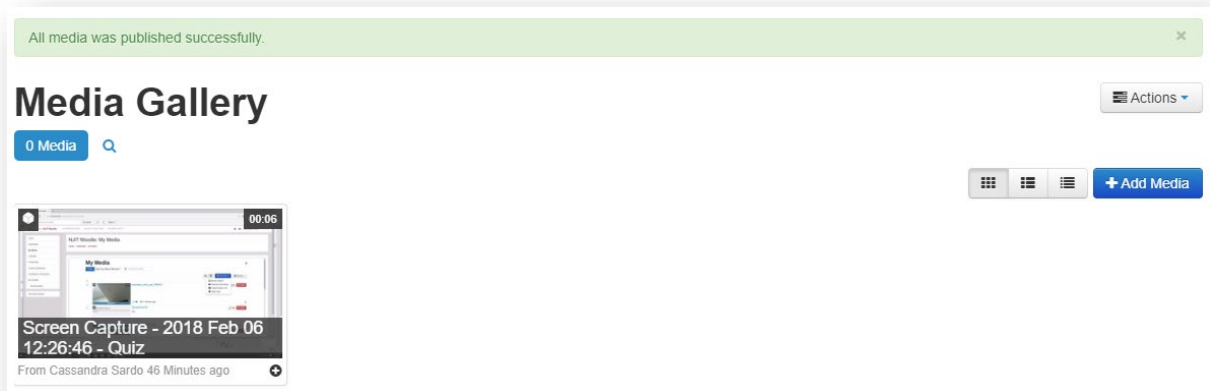
4. Then, select an item, or multiple items, by clicking the checkbox to the left of a media item.



5. Click “Publish.”



6. You should see a message that says “All media was published successfully,” and the media should appear in your gallery.



Questions?

If you are still in need of assistance, please contact the IST Service Desk.
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/service desk/>