

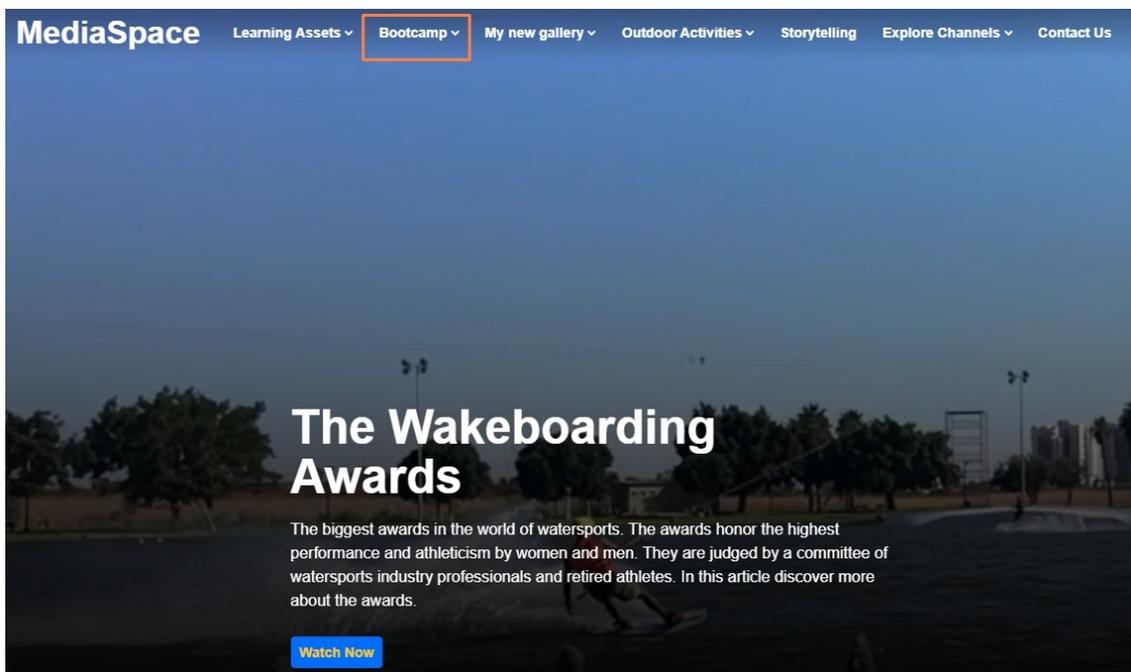
Add media to a gallery

 This article is designated for all users.

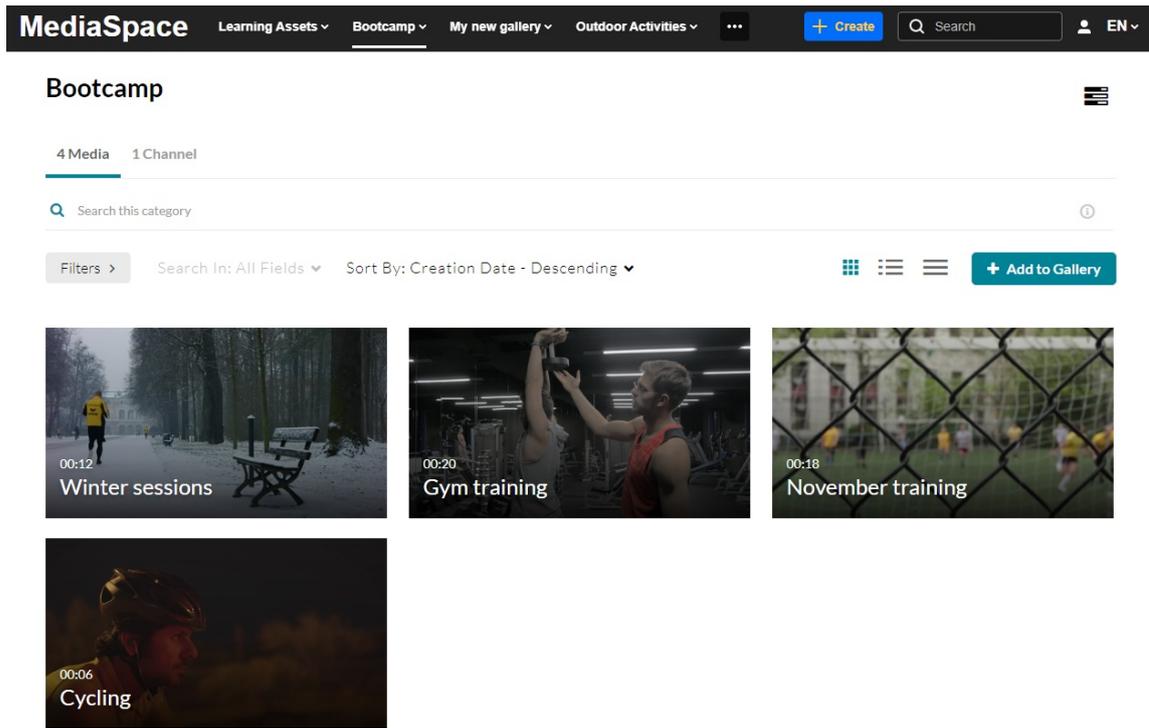
Galleries are a great way to organize related content. To learn more about creating galleries, check out our article [Create a MediaSpace gallery](#). Once a gallery has been created, it's very easy to add content to it. Here's how!

 Only users with the role of Contributor and up can add media to a gallery. For more information, visit [Galleries roles and permissions](#).

1. Log into your MediaSpace site.
2. On the top navigation bar, find the gallery you want to add media to and click on it.



The gallery page displays.



3. On the right side of the page, click **Add to Gallery**.



The **Add Media to Gallery** window displays.



Add Media To Gallery

Cancel Publish

Select one or more media items to add to the current category ×

My Media 1 Shared Repository ADD NEW ▾

🔍 Search My Media 📌

Filters > Search In: All Fields ▾ Sort By: Creation Date - Descending ▾



skater stories

skateboarding skater

April 19, 2023 ♥ 0 ▶ 2 🗨 0



electric skateboard

skateboarding skater

4. Select media from My Media / Shared Repository (if available), and check the boxes next to the media items you want to add to the gallery.



Tennis practice

Freya and Coach Jim

March 19, 2023 ♥ 0 ▶ 3 🗨 0

OR

Click **Add New** to upload new media. Visit our article [Upload Media](#) for instructions on uploading and adding media to MediaSpace.

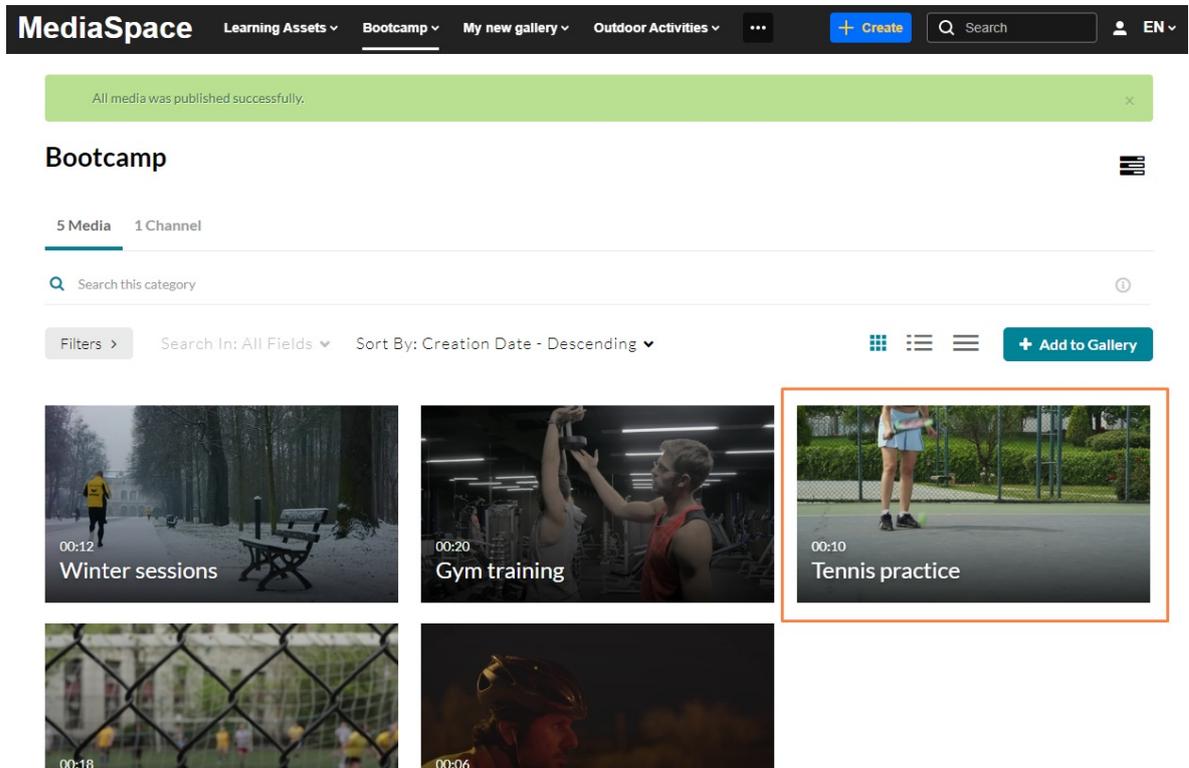
5. Scroll up and click **Publish** at the top right of the page.

Add Media To Gallery

Cancel Publish

Select one or more media items to add to the current category ×

The gallery page displays the media entry and a message: 'All media was published successfully'.



The screenshot shows the Kaltura MediaSpace interface. At the top, a navigation bar includes 'MediaSpace', 'Learning Assets', 'Bootcamp', 'My new gallery', 'Outdoor Activities', a '+ Create' button, a search bar, and a user profile 'EN'. A green notification bar at the top states 'All media was published successfully.' Below this, the 'Bootcamp' gallery is shown with '5 Media' and '1 Channel'. A search bar is present with the text 'Search this category'. Filter options include 'Filters', 'Search In: All Fields', and 'Sort By: Creation Date - Descending'. A '+ Add to Gallery' button is also visible. The gallery contains five video thumbnails: 'Winter sessions' (00:12), 'Gym training' (00:20), 'Tennis practice' (00:10), a soccer field (00:18), and a person in a red shirt (00:06). The 'Tennis practice' thumbnail is highlighted with an orange border.

 The process is the same for sub-galleries too!

[template("cat-subscribe")]