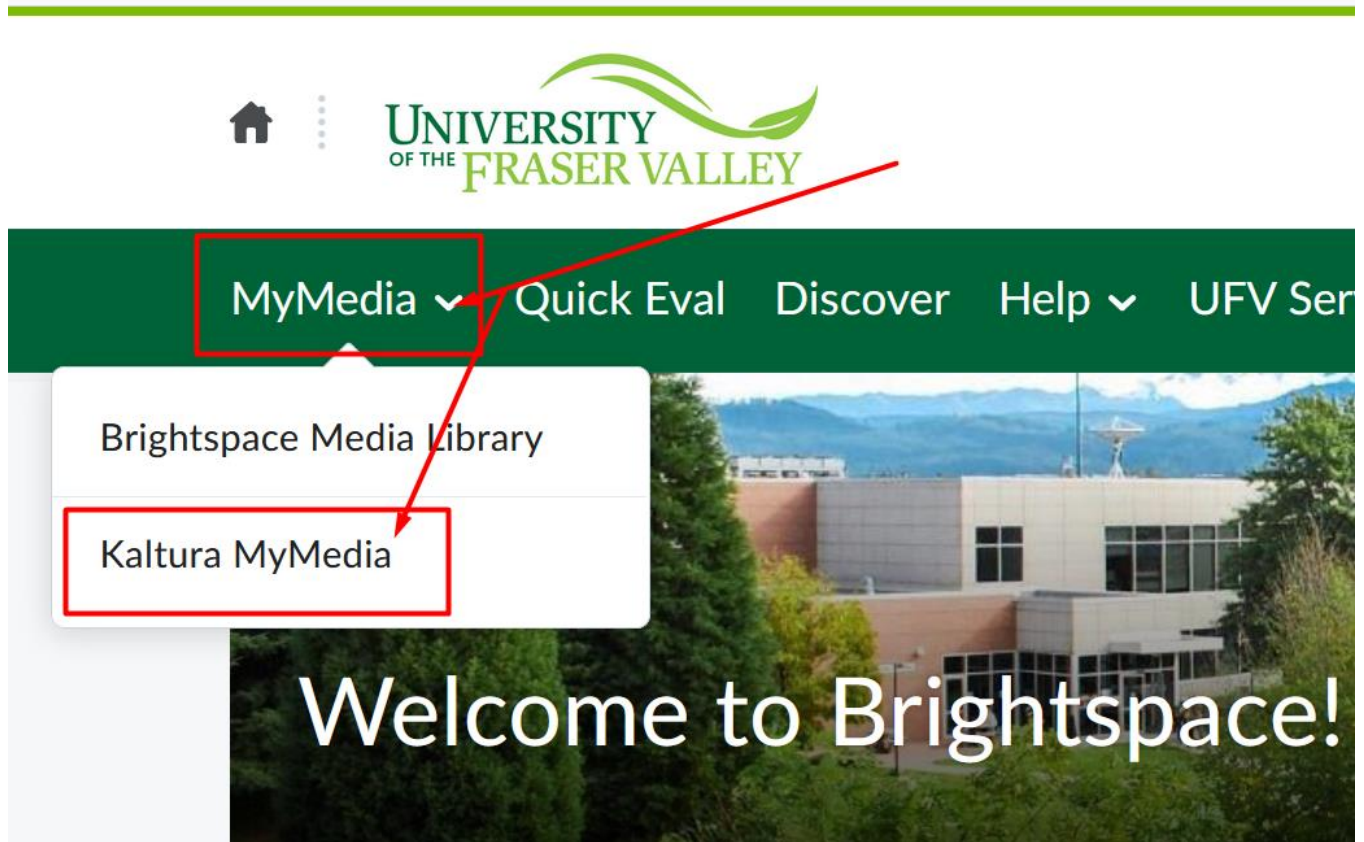


# Kaltura MyMedia: How to Change Media Owner

Email: [askTLC@ufv.ca](mailto:askTLC@ufv.ca)

Video: [video.ufv.ca](http://video.ufv.ca)

## 1] Brightspace Main Homepage > MyMedia > Kaltura MyMedia



## 2] Edit icon to the right side of the video/audio



### 3] Collaboration > Change Media Owner

Details Publish Options **Collaboration** Thumbnails Downloads Captions Attachments

Timeline Replace Media

#### Media Owner

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

**Change media owner**

#### Media Collaborators

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

**+ Add Collaborator**

### 4] Type your new owner's UFV email address

> **Select the owner** when it appears under the UFV email address.

#### Change Media Owner

Note: Once you change owner you will not be able to edit this media and it will no longer appear in your "My Media" list.

Type

tlcone@student.ufv.ca

Select

tlcone (TLC One)

Cancel Save

5] Read the **warning carefully.**

> Check if the **new owner is correct.**

> **Save**

Change Media Owner

Warning.  
Read carefully.

Note: Once you change owner you will not be able to edit this media and it will no longer appear in your "My Media" list.



tlcone (TLC One)



Check if this  
is correct

Cancel

Save