

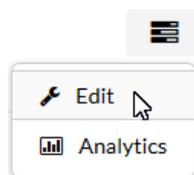
Teachers guide to Media Gallery

The default settings are that teacher must approve students' media for students to see it.

Stage	Explanation	Navigation/Key
Go to Media Gallery	Open Media Gallery in the Absalon course.	
Look for pending media	In the top of the Media Gallery you can find the tab for pending media.	
Approve or reject	After watching the media, you can either approve or reject the media. If approved all participants in the course will be able to see the media in the Media Gallery .	

Media Gallery settings

Note the small Settings icon in the upper right corner of 'Media Gallery'. Here the settings for 'Media Gallery' can be set when choosing 'Edit'.



These are the default settings:

- Options: 1 Moderate content (media will not appear in media gallery until approved by the gallery manager)
2 Enable comments in Media Gallery
3 Keep comments private to Media Gallery
4 Display embedded media in this Media Gallery

If 'Moderate content' (1) is not enabled, students will be able to insert videos into 'Media Gallery' without approval. - It is immediately allowed for anyone to comment on a video (2), but the comments are exclusively for this course's 'Media Gallery' (3) in case a video is shown in other courses. If 4 is turned on, all embedded Kaltura videos in the course will also appear in 'Media Gallery'.