

Channels: Managing Channel permissions

Last Modified on 06/09/2025 3:20 pm PDT

You can control the permissions and visibility of **Channels** for users in your DISCO.

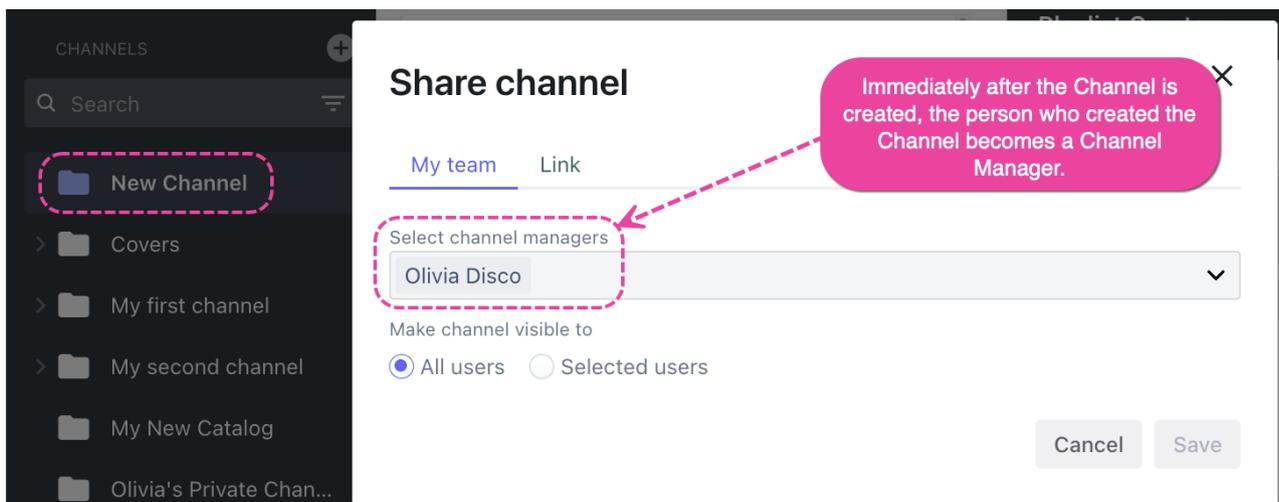
At a glance

Only **Channel Managers** can manage Channel permissions. Channels can also be set to be visible to *everyone* in your DISCO, *specific users* only, or *private* only to you.

Note: Updating Channel permissions won't restrict access to Playlists or Tracks. These can still be viewed by users in your DISCO via the Explorer, Search, and other Channels.

Channel roles

Every Channel has **Managers** and **Members**. When a new Channel is created, the person who created it *automatically* becomes a Manager of that Channel, and their name will auto-populate in the **Select channel managers** field. They can then choose to add **Members** and/or other **Managers**.



Managers can:

- view Channels in their DISCO
- add content to Channels
- remove content from Channels
- edit Channels
 - rename
 - add/remove Managers and Members
 - update Visibility
- delete Channels

Members can:

- view Channels in their DISCO
- add content to Channels
- remove content from Channels

Members can't:

- edit Channels
- delete Channels

Important: Channel roles vs. DISCO user Labels

Channel roles differ from DISCO user **Labels**. In your account **Settings**, on the **Users** page, you can see a list of users and their Labels in your DISCO: **Admin** or **User**.

SETTINGS

- > My Settings
- ▼ Workspace Settings

Business Settings

Users

Billing & Subscriptions

Metadata

Track Tags

Playlist Tags

Users

i You're using 2 of your unlimited seats. [Add more seats.](#)

Search

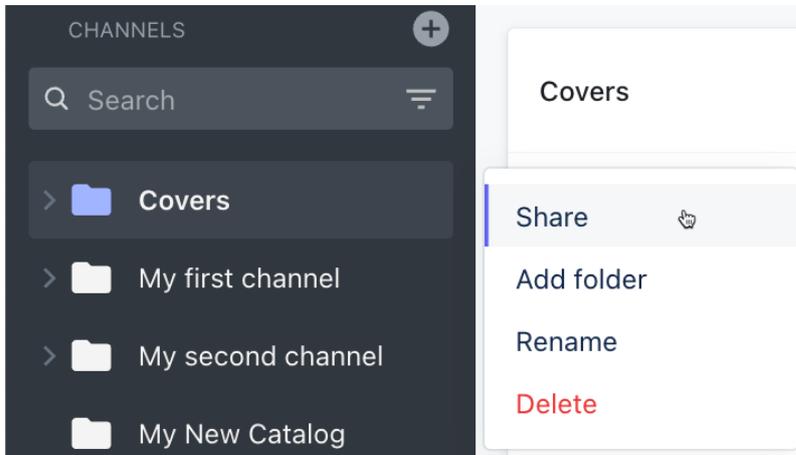
USER NAME	EMAIL	LABEL
 Olivia Disco	olivia	ADMIN
 Livvy Sings	livvy	USER

With that in mind, *even if* you're an Admin in a DISCO, there may still be Channels within that DISCO that you *can't* see or manage. In other words, *being an Admin in a DISCO does not automatically make you a **Manager** of a Channel in that DISCO*. Channel Managers are appointed *automatically* when Channels are created, and they can *only* be *manually* appointed by other Channel Managers.

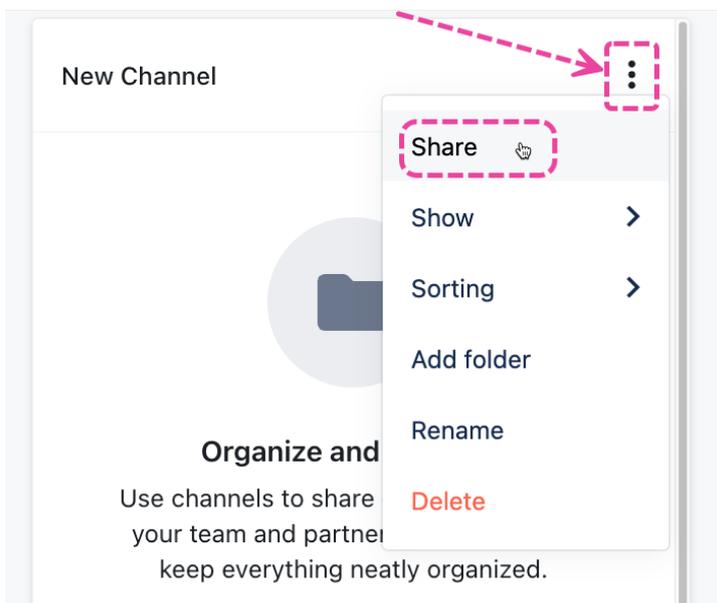
Managing Channel permissions

You can manage Channel permissions *after* a Channel has been created. Channel permissions are accessible from the **Share channel** menu. There are three ways to access this menu:

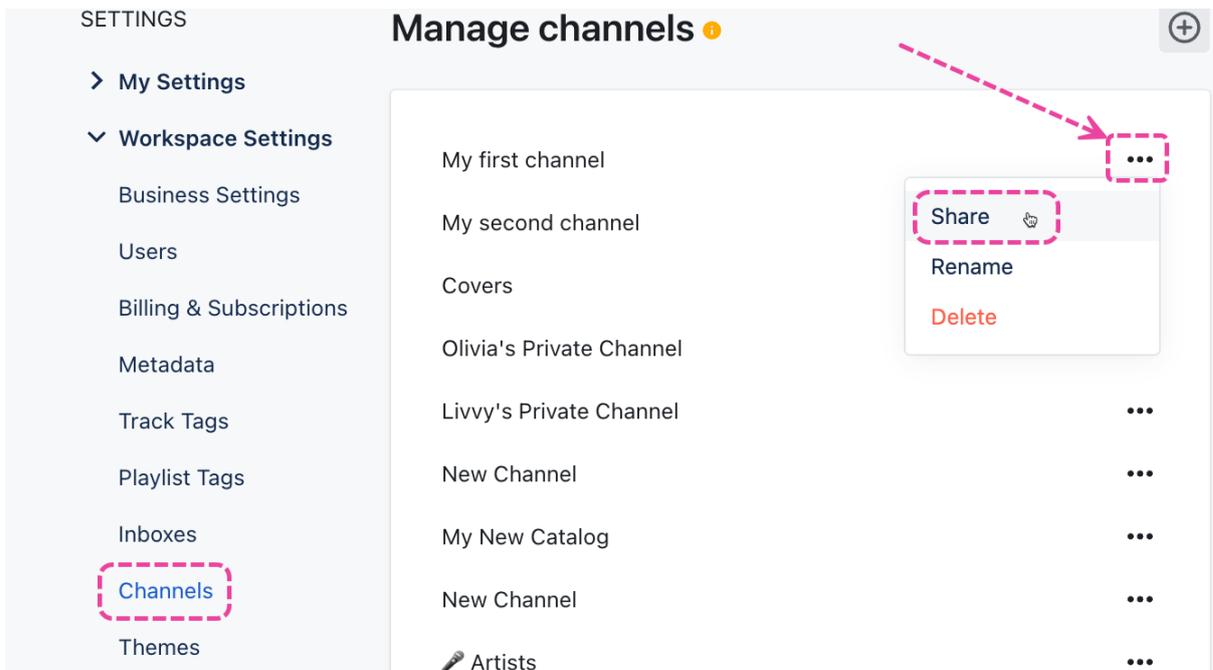
- from the left sidebar



- from within a Channel



- from your account **Settings > Workspace Settings > Channels**



Channel permissions consist of:

- adding and removing **Managers**
- adding and removing **Members**
- updating Channel visibility (new Channels are visible to *all users* by default)

Adding and removing Channel Managers

To add Managers:

1. In the **Share channel** menu, from the **My team** tab, under **Select channel Managers**, search or select their names from the dropdown.



2. Click the **Save** button.

To remove Managers:

1. In the **Share channel** menu, from the **My team** tab, under **Select channel Managers**, click the **X** to the right of their name.

Share channel

My team Link

Select channel managers

Olivia Disco Livvy Sings X

Make channel visible to

All users Selected users

2. Click the **Save** button.

Adding and removing Channel Members

To add Members:

1. From the **Share channel** menu, under **Make channel visible to**, search or select their names from the dropdown.

Share channel X

My team Link

Select channel managers

Olivia Disco Livvy Sings X

Make channel visible to

All users Selected users

Livvy Sings

Olivia Disco ←

2. Click the **Save** button.

To remove Members:

1. From the **Share channel** menu, under **Make channel visible to**, click the **X** to the right of their name.

Share channel

My team Link

Select channel managers

Olivia Disco Livvy Sings X

Make channel visible to

All users Selected users

Livvy Sings Olivia Disco X

2. Click the **Save** button.

Updating Channel visibility

If you'd like the channel to be visible to all users in your DISCO:

1. In the **Share channel** menu, from the **My team** tab, under **Make channel visible to**, select **All users**.

Share channel X

My team Link

Select channel managers

Olivia Disco Livvy Sings X

Make channel visible to

All users Selected users

Cancel Save

2. Click the **Save** button.

If you only want the Channel to be visible to *specific* users:

1. In the **Share channel** menu, from the **My team** tab, under **Make channel visible to**, select **Selected users** and search or select their names from the dropdown.

Share channel



[My team](#) Link

Select channel managers

Olivia Disco Livvy Sings X

Make channel visible to

All users Selected users

Livvy Sings

Olivia Disco

2. Click the **Save** button.
