Feature Guide: Channels

□□□□□ 11/03/2026 9:37 am PST

At a glance

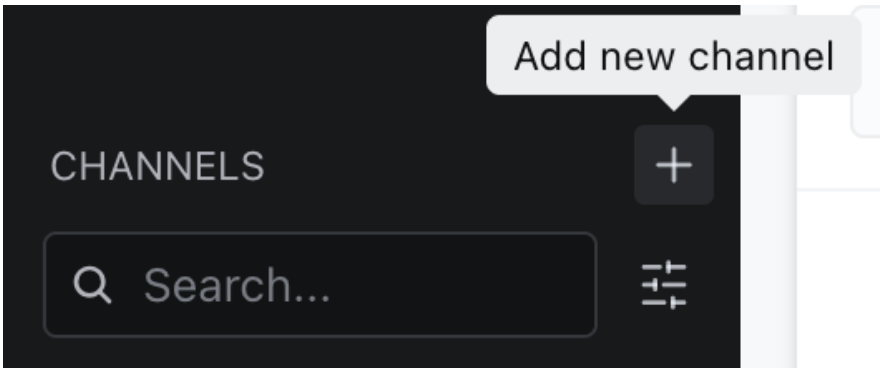
There are a few ways to create Channels:

- from the left sidebar of your DISCO
- from any **Playlist menu** **(⋮)** or **Track menu** **(⋮)**
- from your account **Settings**

Create a new Channel

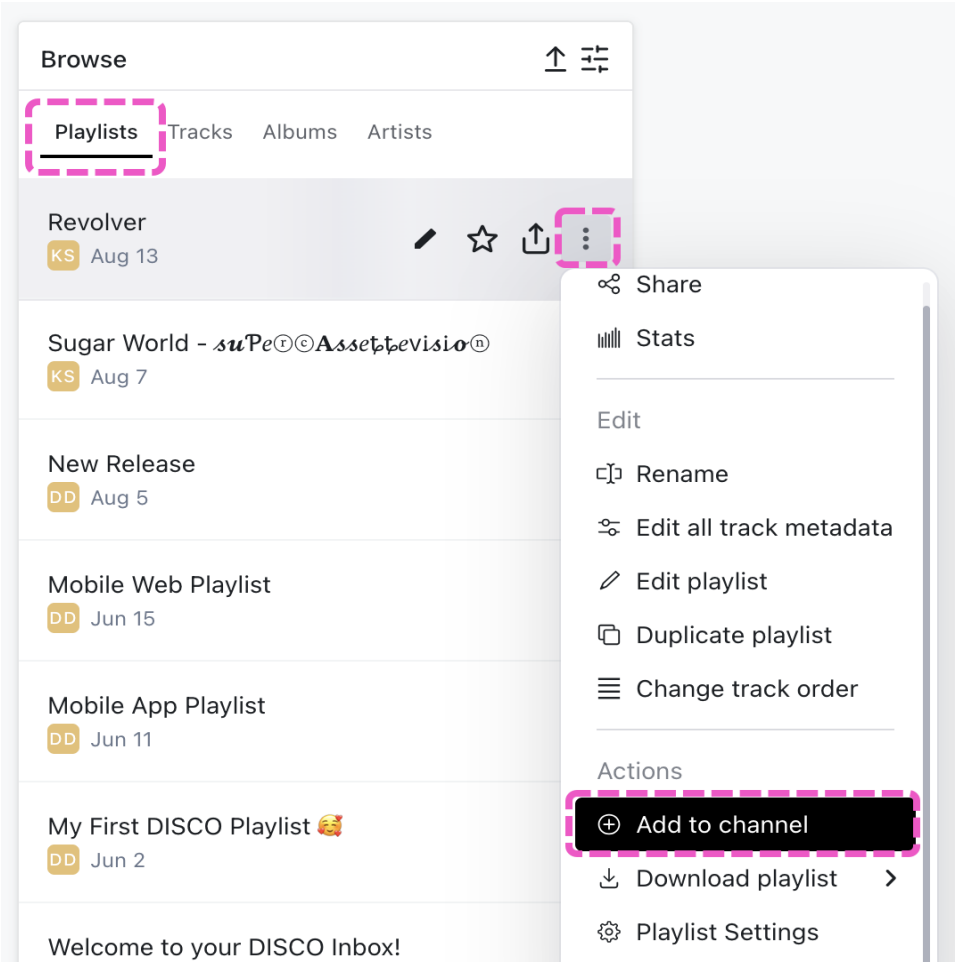
From the left sidebar of your DISCO

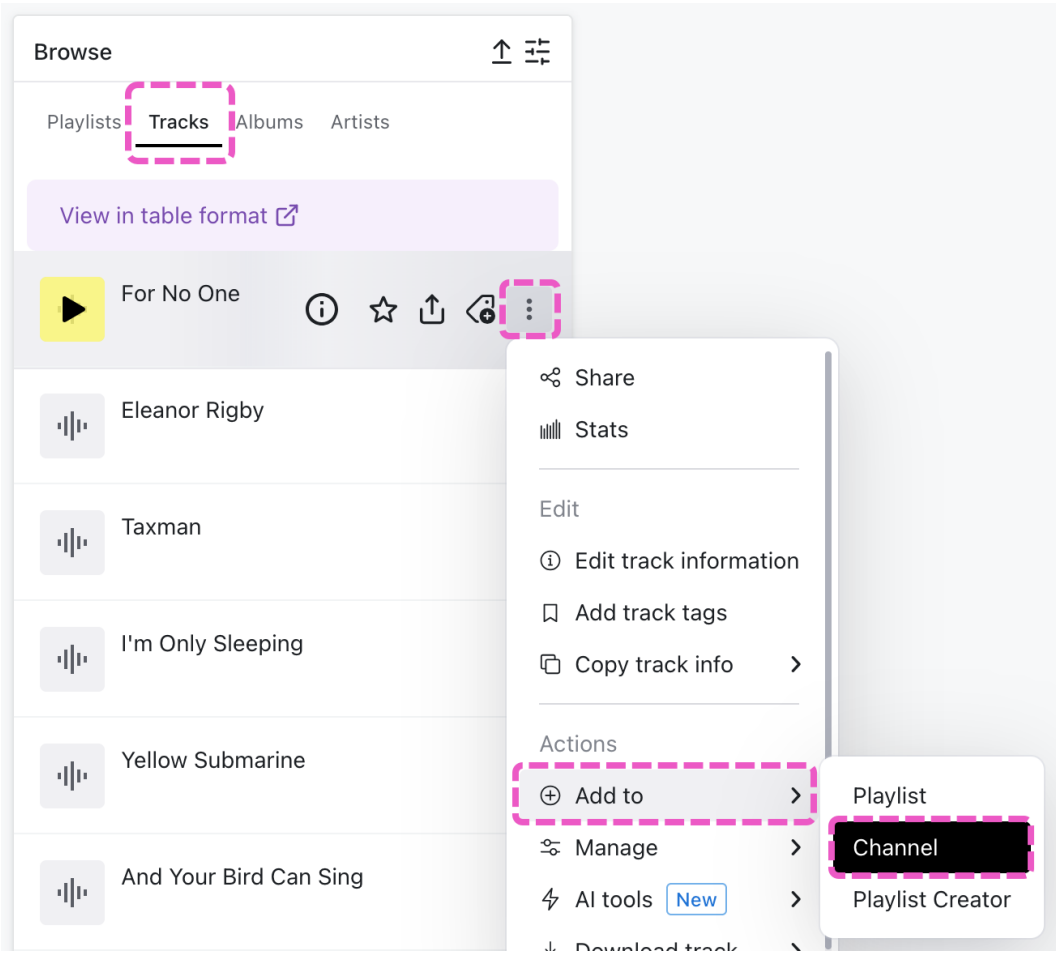
From the **Channels** section, click the **+ plus** icon to **Add new channel**.



From any Playlist menu **(⋮)** or Track menu **(⋮)**

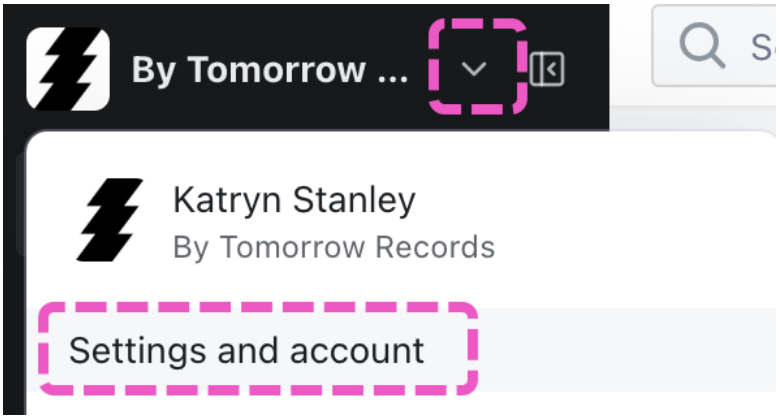
Open a **Playlist menu** **(⋮)** or **Track menu** **(⋮)** and select **Add to channel**.


Browse
Playlists
Tracks
Albums
Artists
Revolver
KS Aug 13
Sugar World - 𝓈𝓊Pe©Asseᵵᵵevisio𝓃
KS Aug 7
New Release
DD Aug 5
Mobile Web Playlist
DD Jun 15
Mobile App Playlist
DD Jun 11
My First DISCO Playlist 🥰
DD Jun 2
Welcome to your DISCO Inbox!
Share
Stats
Edit
Rename
Edit all track metadata
Edit playlist
Duplicate playlist
Change track order
Actions
Add to channel
Download playlist
Playlist Settings

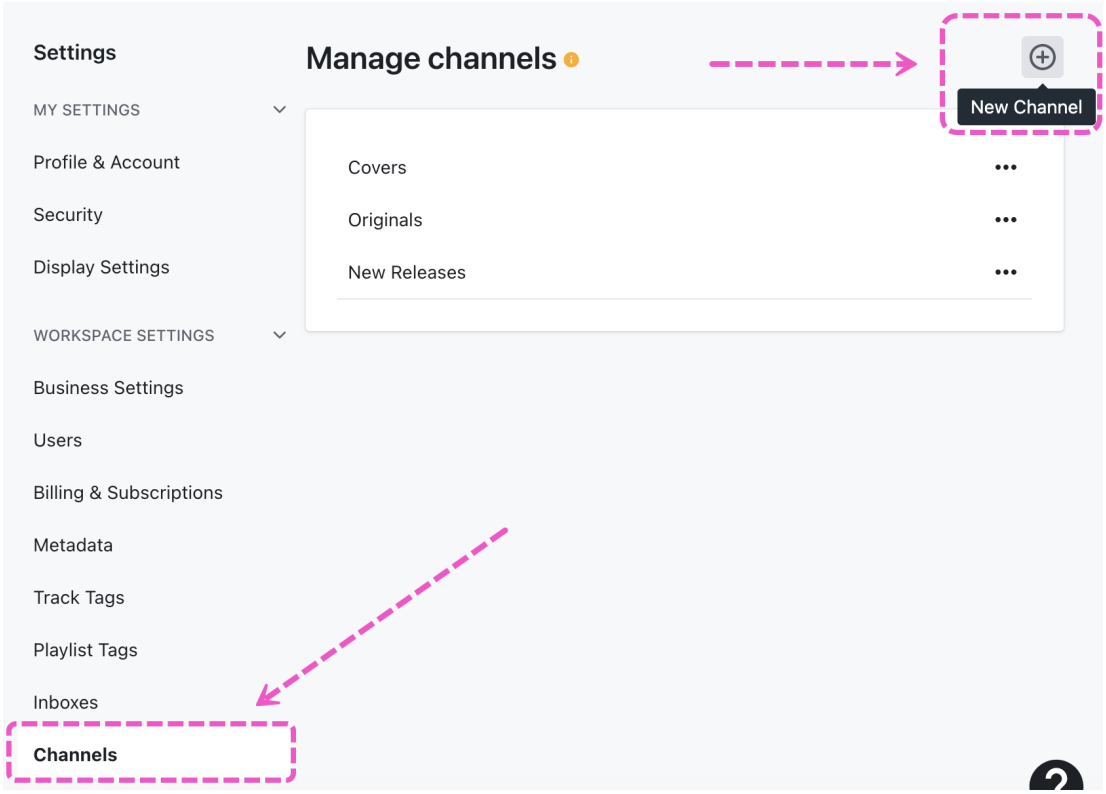

Browse
Playlists
Tracks
Albums
Artists
View in table format
For No One
Eleanor Rigby
Taxman
I'm Only Sleeping
Yellow Submarine
And Your Bird Can Sing
Share
Stats
Edit
Edit track information
Add track tags
Copy track info
Actions
Add to
Manage
AI tools
New
Playlist
Channel
Playlist Creator

From your account Settings

1. In the top-left corner of your DISCO, click on your DISCO Business Name to open the menu.
2. Select **Settings and account**.



3. Under **Workspace Settings**, select **Channels**.
4. Click the **+ plus** icon on the top right.



Adding content to Channels and Folders

At a glance

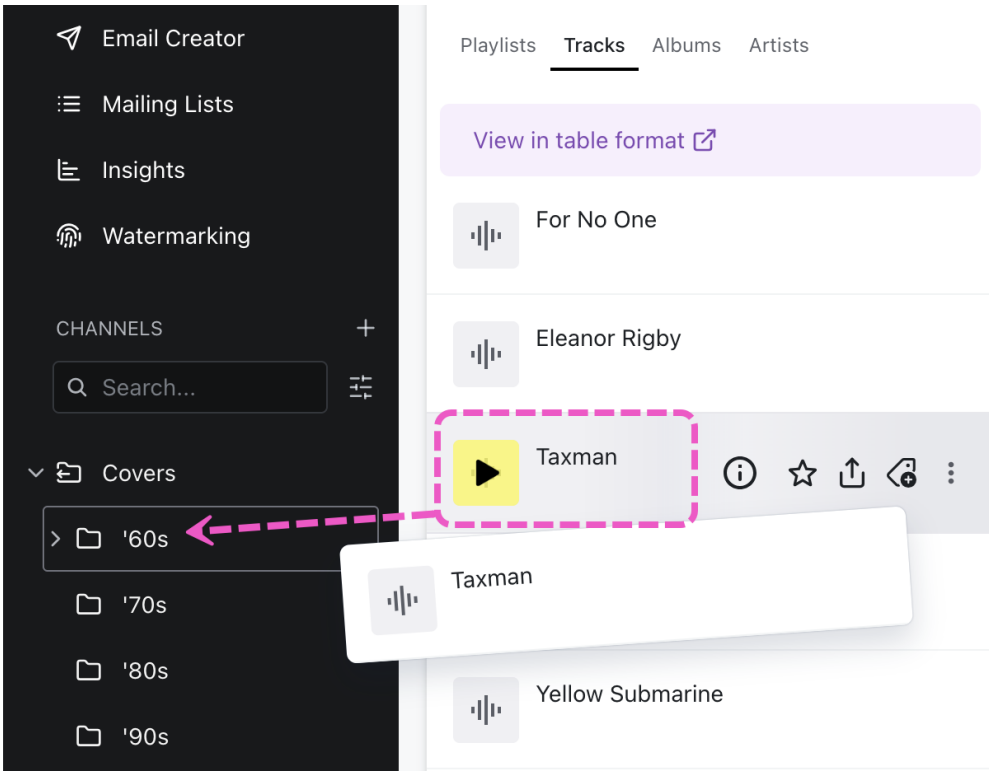
There are multiple ways you can add content to Channels and Folders:

- drag and drop
- from any **Track menu** (⋮) or **Playlist menu** (⋮)
- from Playlist Settings or when saving a Playlist

Add content to a Channel or Folder

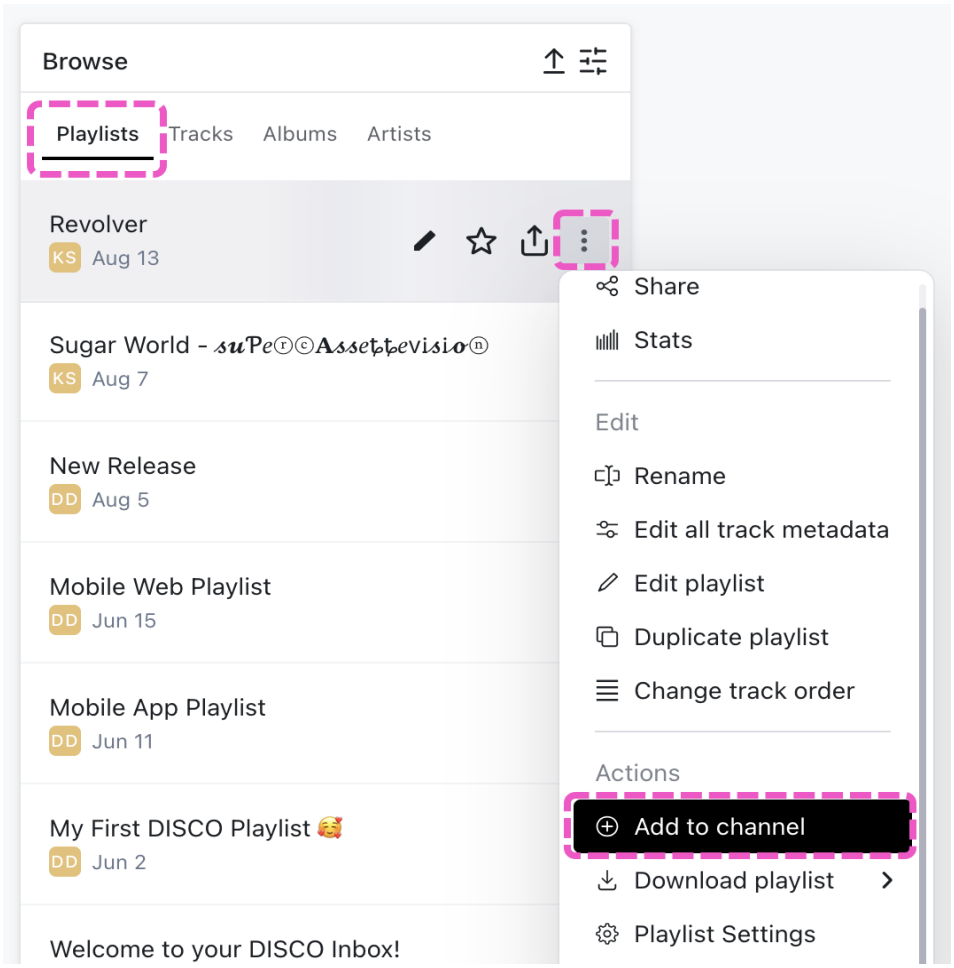
Drag and drop

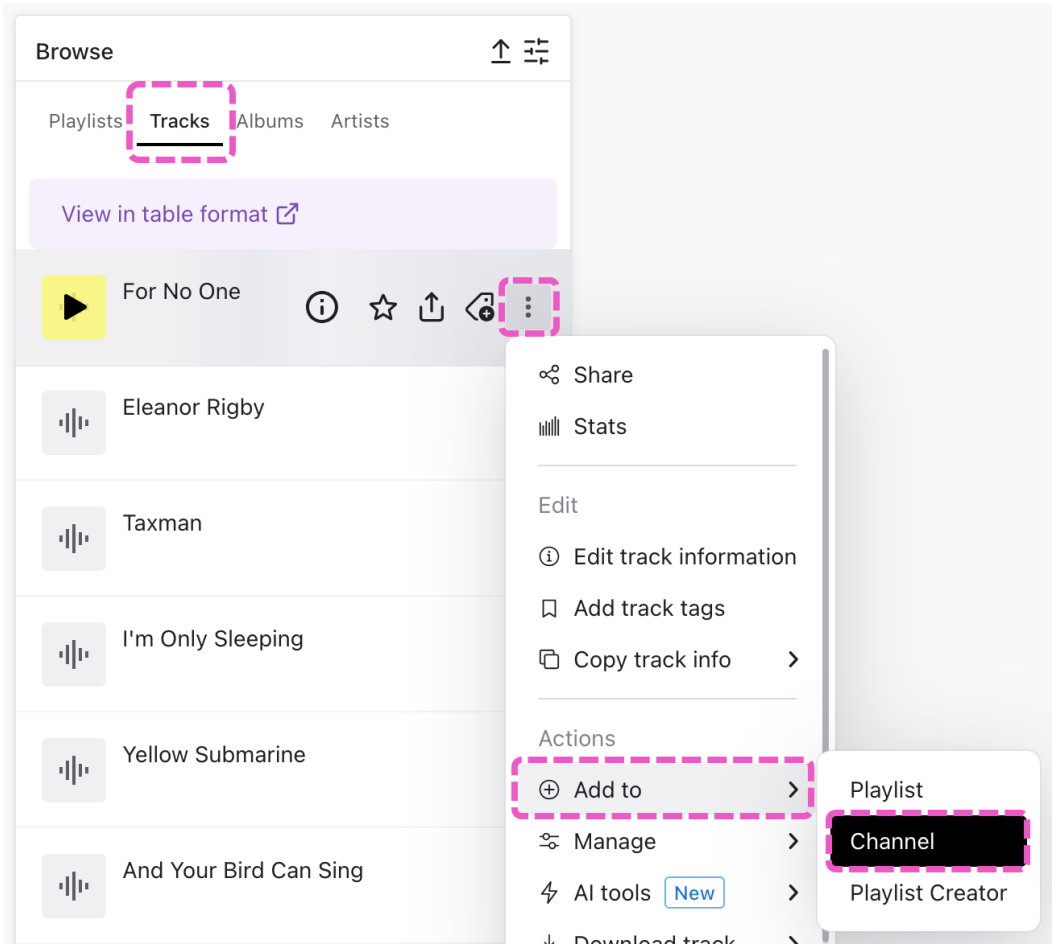
Drag and drop any Track or Playlist from the Explorer directly into a Channel or Folder:



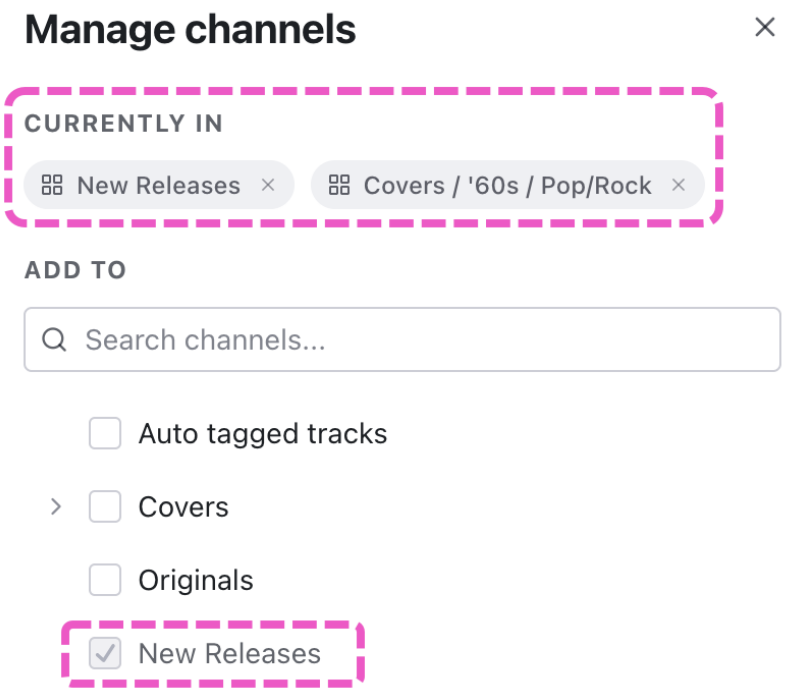
From any Track menu (⋮) or Playlist menu (⋮)

Open a **Playlist menu** (⋮) or **Track menu** (⋮) and select **Add to channel**.

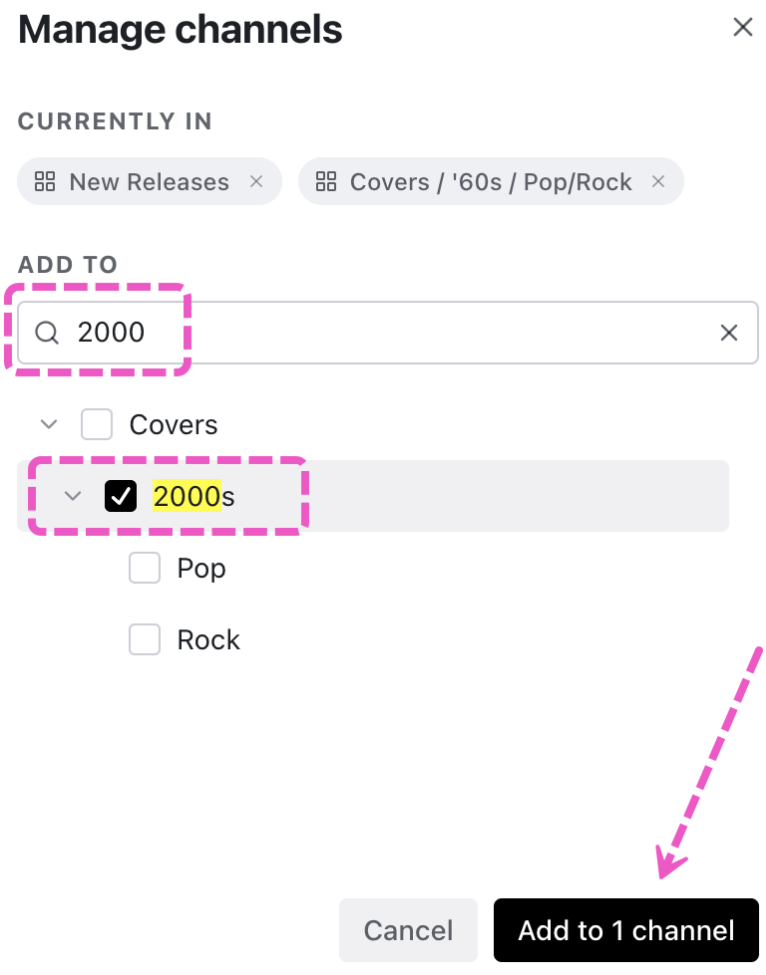

Browse
Playlists
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Artists
Revolver
KS Aug 13
Sugar World - 𝓼𝓾𝓟𝓮ⓣⓒ𝓐𝓼𝓼𝓮𝓽𝓽𝓮𝓿𝓲𝓼𝓲𝓸ⓝ
KS Aug 7
New Release
DD Aug 5
Mobile Web Playlist
DD Jun 15
Mobile App Playlist
DD Jun 11
My First DISCO Playlist 🥰
DD Jun 2
Welcome to your DISCO Inbox!
Share
Stats
Edit
Rename
Edit all track metadata
Edit playlist
Duplicate playlist
Change track order
Actions
Add to channel
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And Your Bird Can Sing
Share
Stats
Edit
Edit track information
Add track tags
Copy track info
Actions
Add to
Manage
AI tools
New
Playlist
Channel
Playlist Creator

This will open a window that will display which Channels and Folders a track or playlist is currently included in:

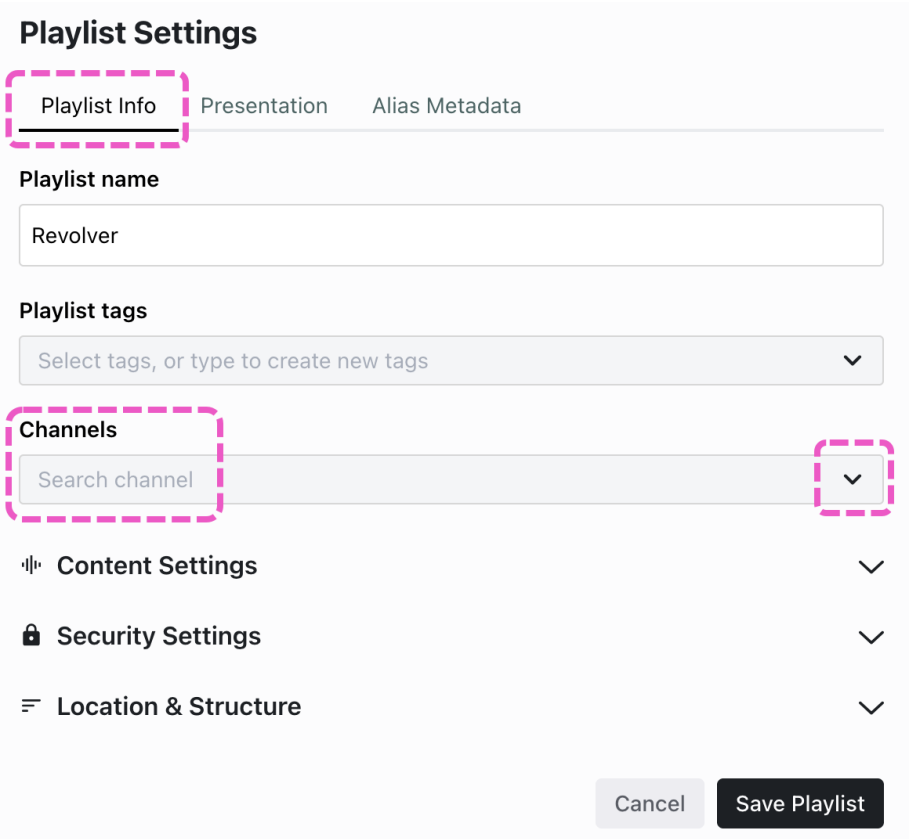


You can also search for a Channel or Folder from this window. One you've located it, click the checkbox on the left to add the track/playlist to the Channel. Once you've made your selections, click the button at the bottom of the window to save the changes:



From Playlist Settings or when saving a Playlist

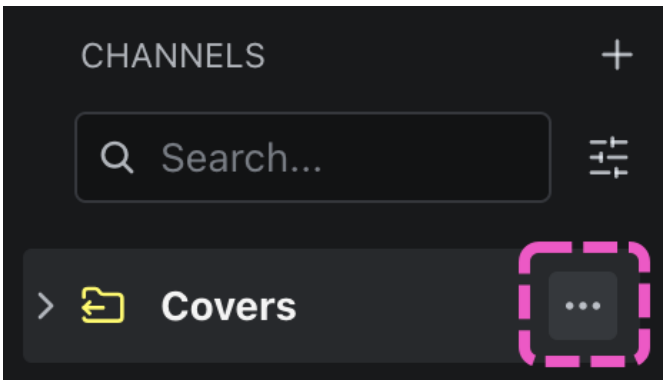
From the **Playlist Info** tab, under **Channels**, you can search for or select a Channel from the dropdown:



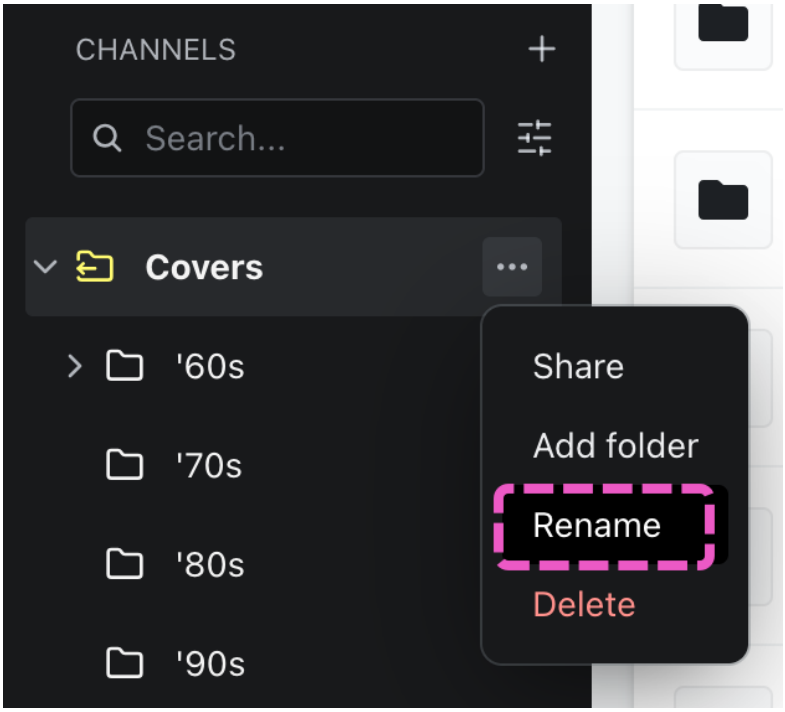
Editing and organizing Channels

Rename Channels

1. On the left sidebar of your DISCO, under **Channels**, hover your cursor over the Channel name and open the menu **(⋮)** to the right.



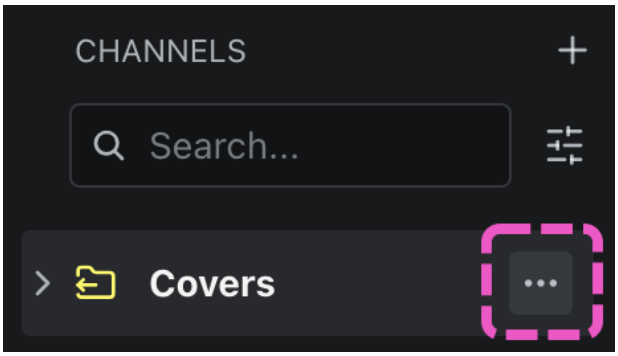
2. Select **Rename**.



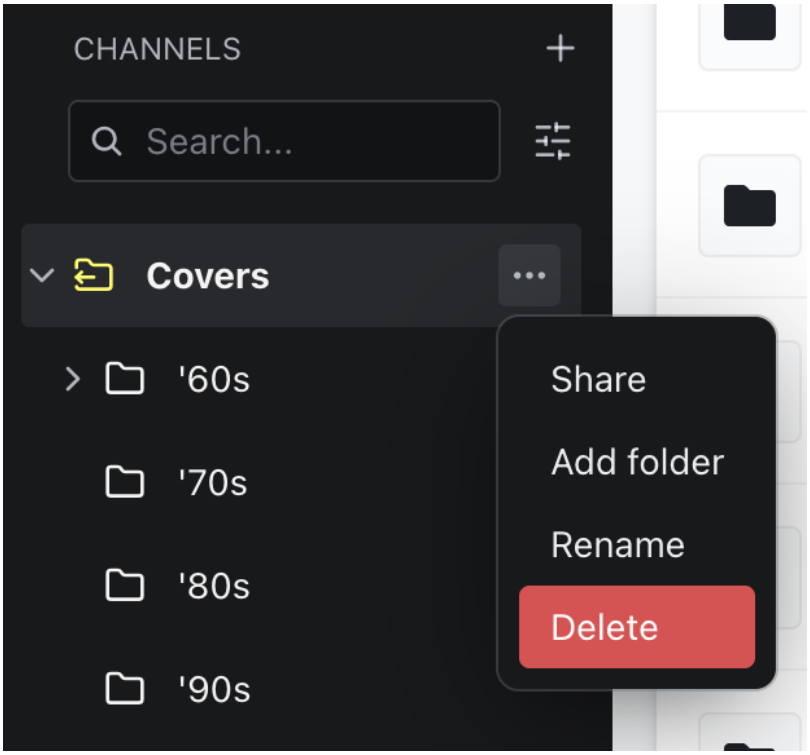
3. Edit the **Channel name** and click the **Rename** button.

Delete Channels

1. On the left sidebar of your DISCO, under **Channels**, hover your cursor over the Channel name and open the menu **(⋮)** to the right.



2. Select **Delete**.

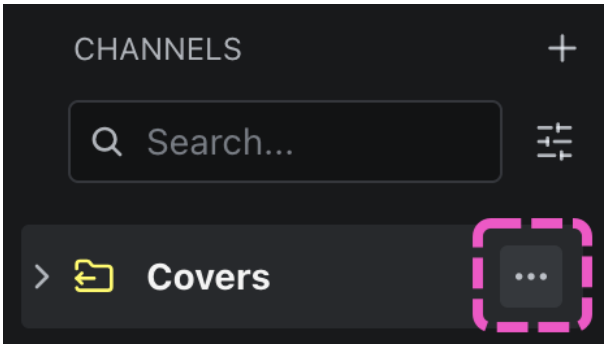


3. Click the **Delete** button.

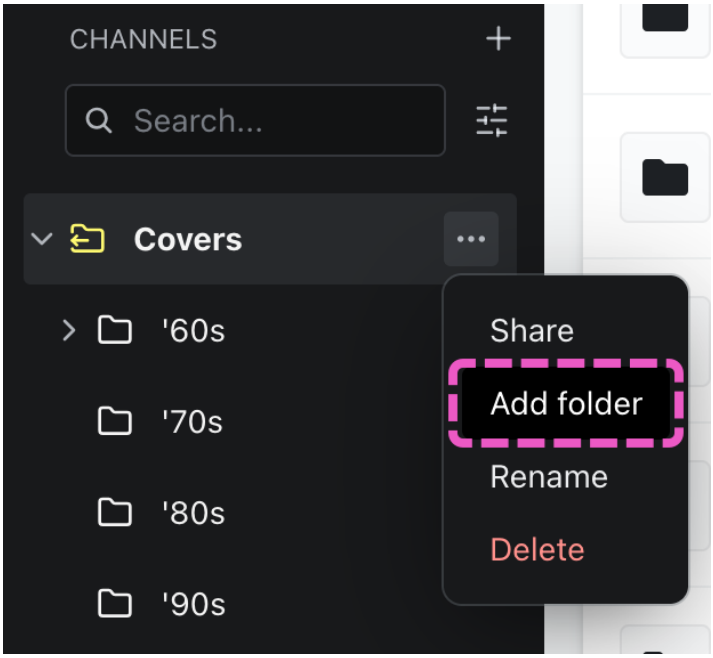
> ***Note:*** *If you delete a Channel, the content that was in the Channel will still exist in your DISCO.*

Add Folders to Channels

1. On the left sidebar of your DISCO, under **Channels**, hover your cursor over the Channel name and open the menu **(⋮)** to the right.



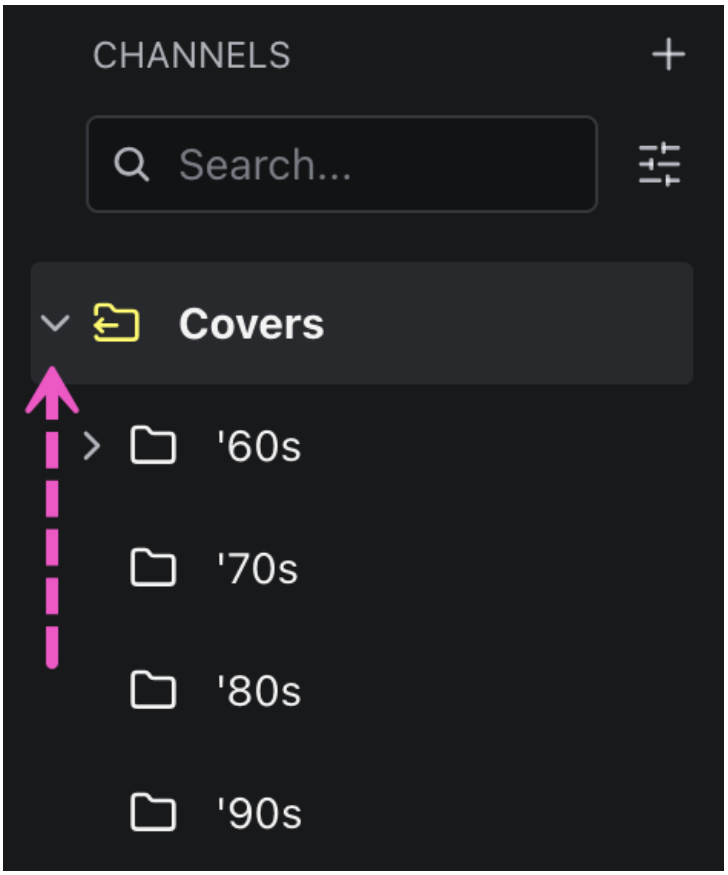
2. Select **Add folder**.



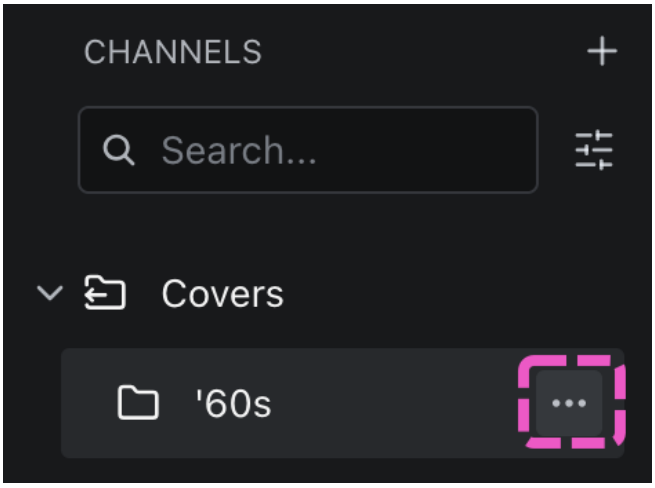
3. Enter a **Folder name** and click the **Create** button.

Add Subfolders to Folders within Channels

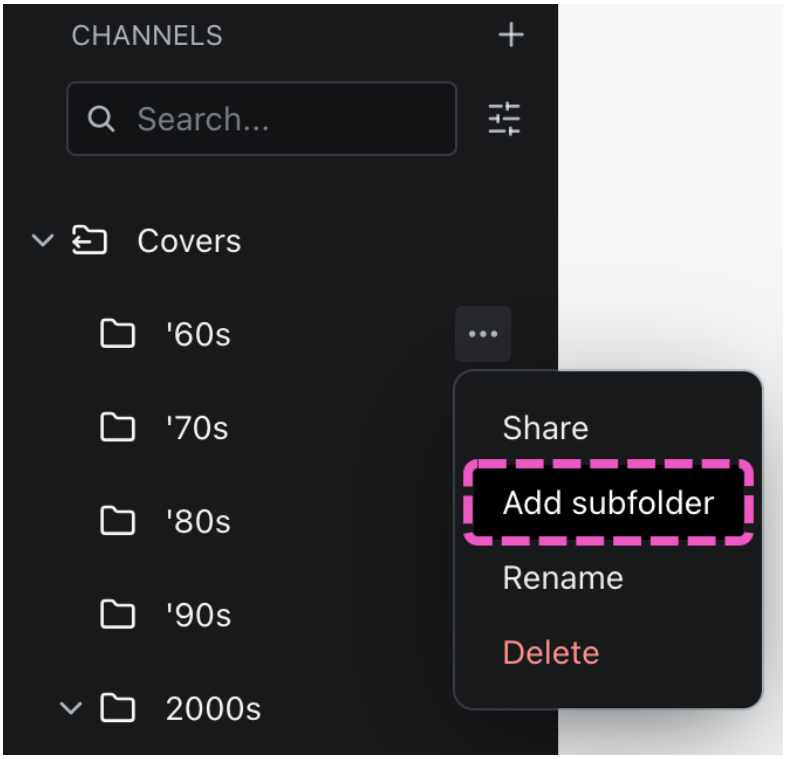
1. On the left sidebar of your DISCO, under **Channels**, expand the Channel containing the folder you'd like to add a Subfolder to.



2. Hover your cursor over the folder name and open the menu **(⋮)** to the right.

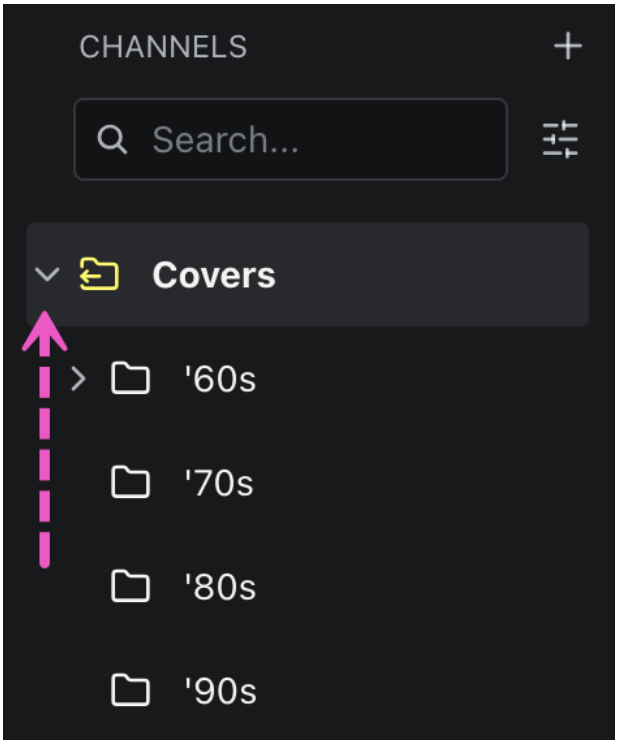


3. Select **Add subfolder**.

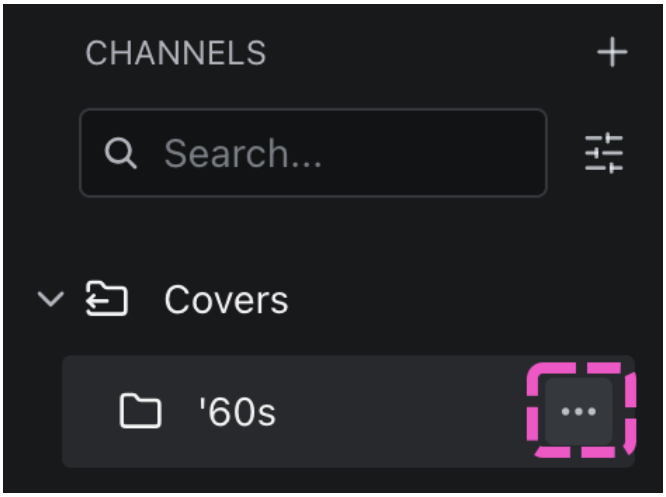


Rename Folders

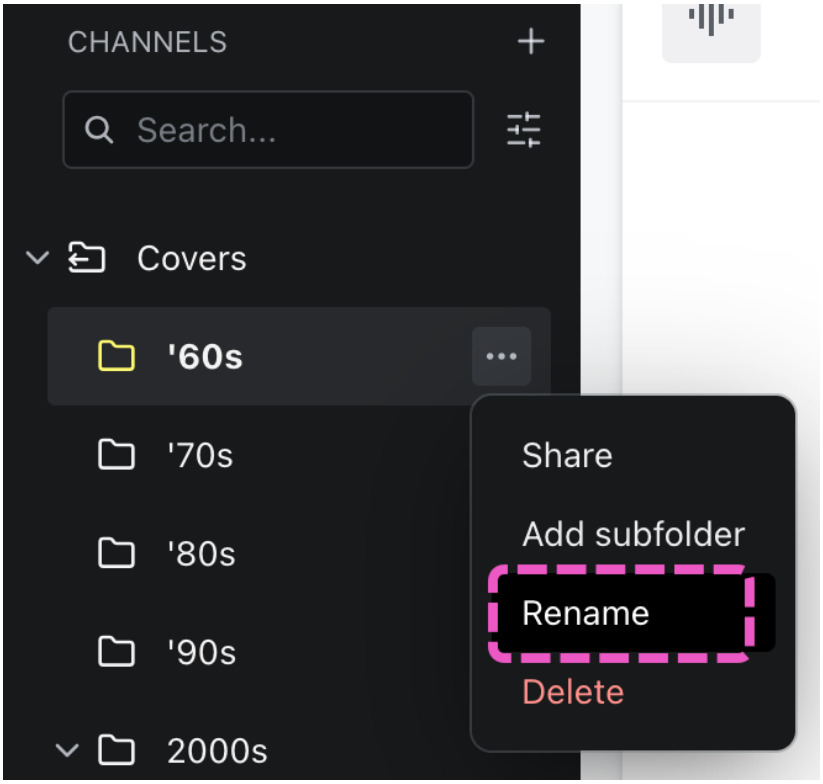
1. On the left sidebar of your DISCO, under **Channels**, expand the Channel containing the folder you'd like to rename.



2. Hover your cursor over the folder name and open the menu **(⋮)** to the right.



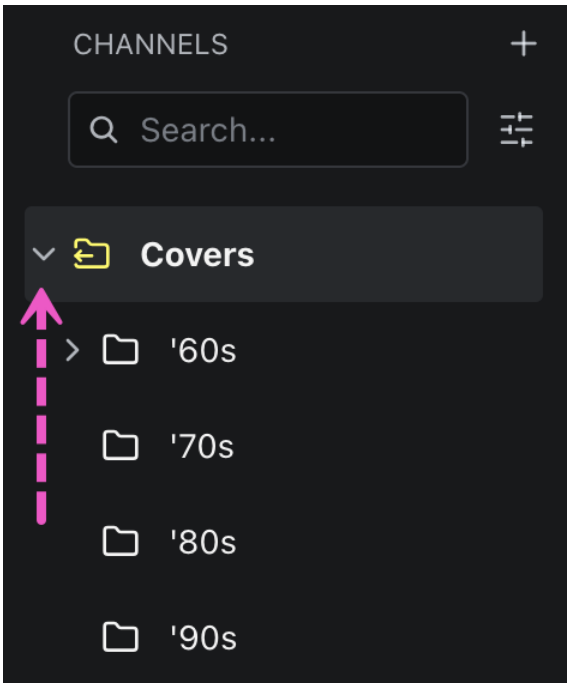
3. Select **Rename**.



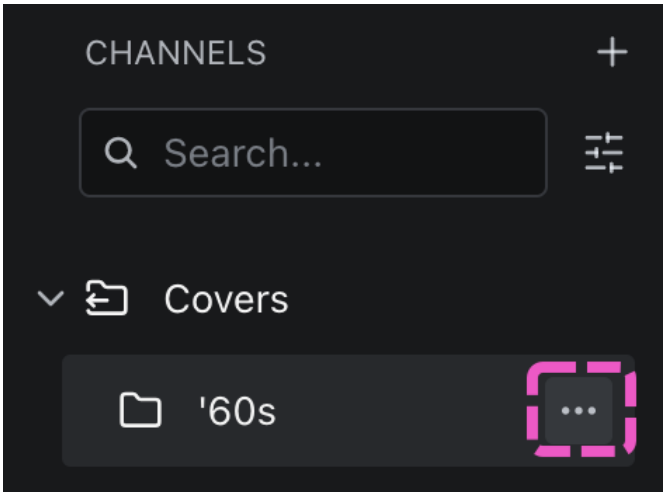
4. Edit the **Folder name** and click the **Rename** button.

Delete Folders

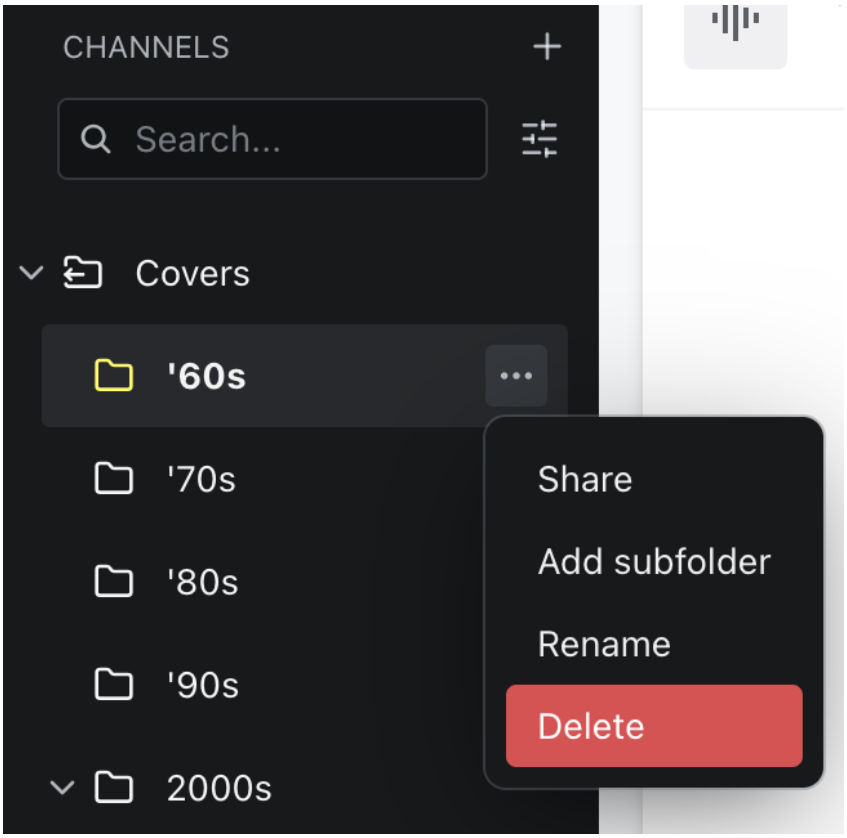
1. On the left sidebar of your DISCO, under **Channels**, expand the Channel containing the folder you'd like to delete.



2. Hover your cursor over the folder name and open the menu **(⋮)** to the right.



3. Select **Delete**.



4. Click the **Delete** button.

> ***Note:*** *Deleting a Folder will also remove its content from the Channel, but the content will still exist in your DISCO.*

Managing Channel permissions

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

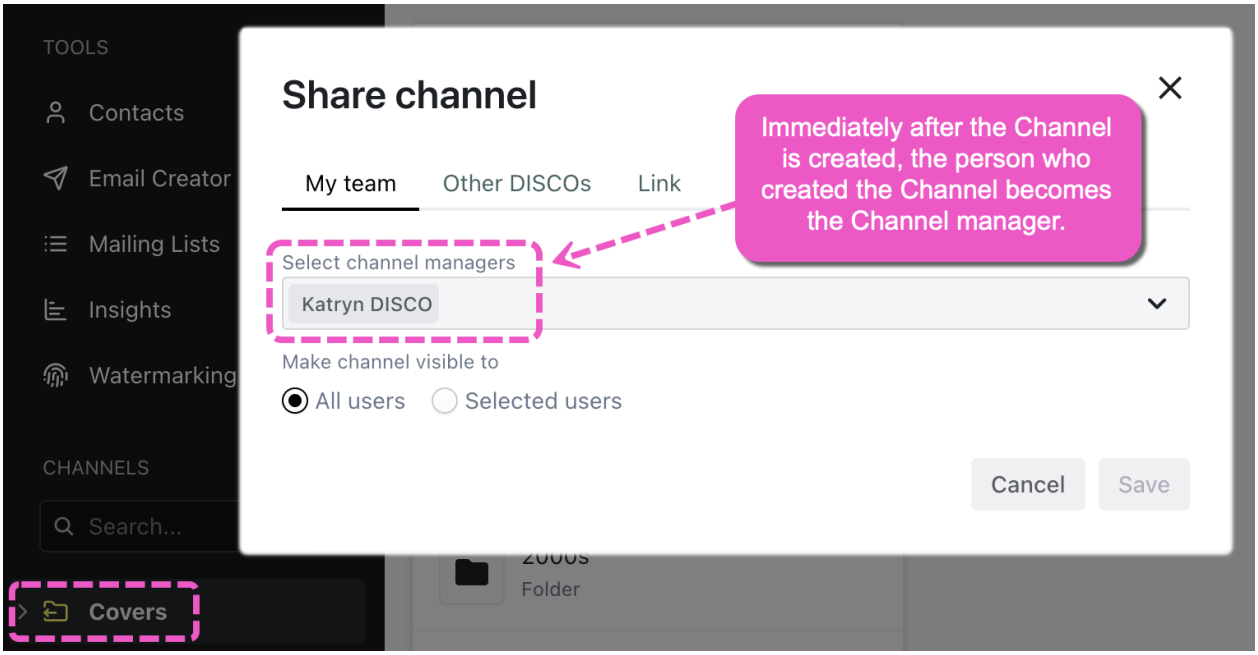
At a glance

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:

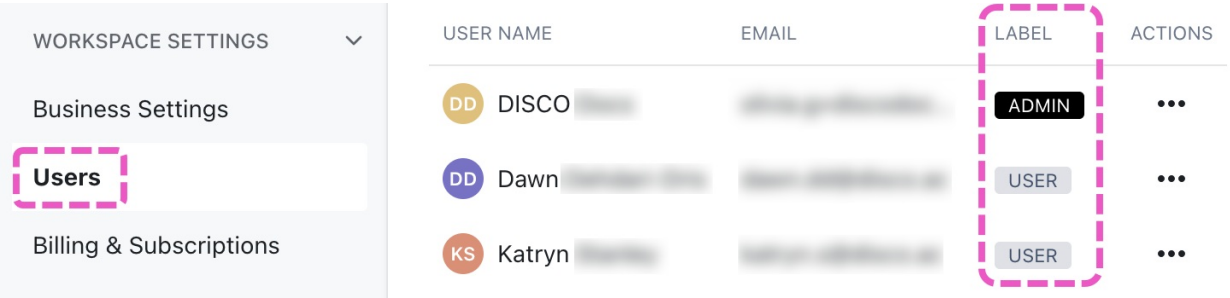
- view Channels in their DISCO
- add content to Channels
- remove content from Channels

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**.

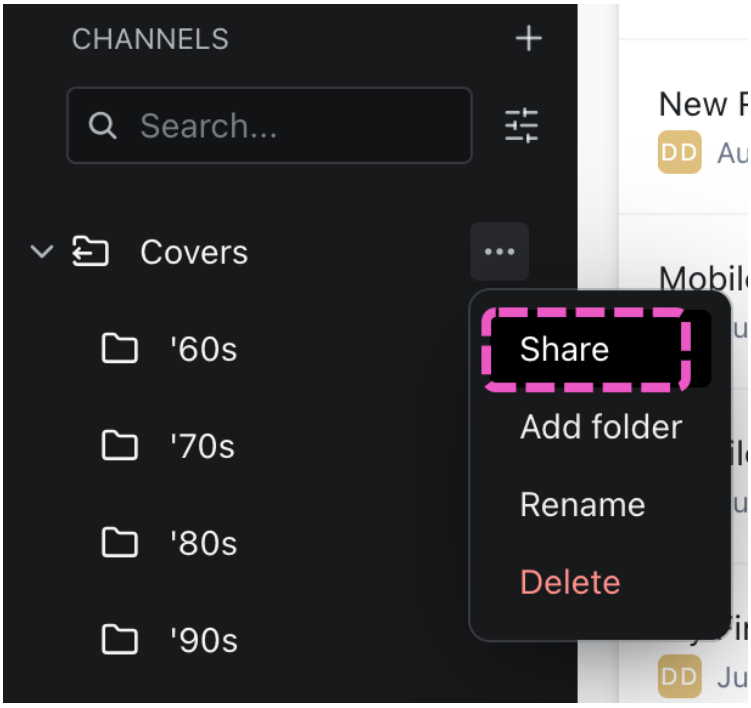


With that in mind, *even if* you're an Admin in a DISCO, there may still be Channels within that DISCO that you *can't* see or manage. In other words, *being an **Admin** in a DISCO does not automatically make you a **Manager** of a Channel in that DISCO.* Channel Managers are appointed *automatically*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

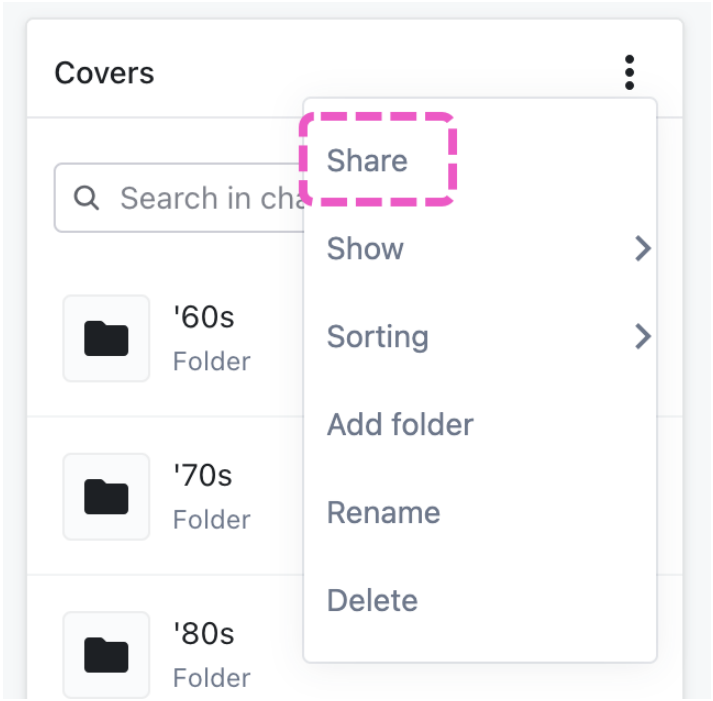
Managing Channel permissions

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:

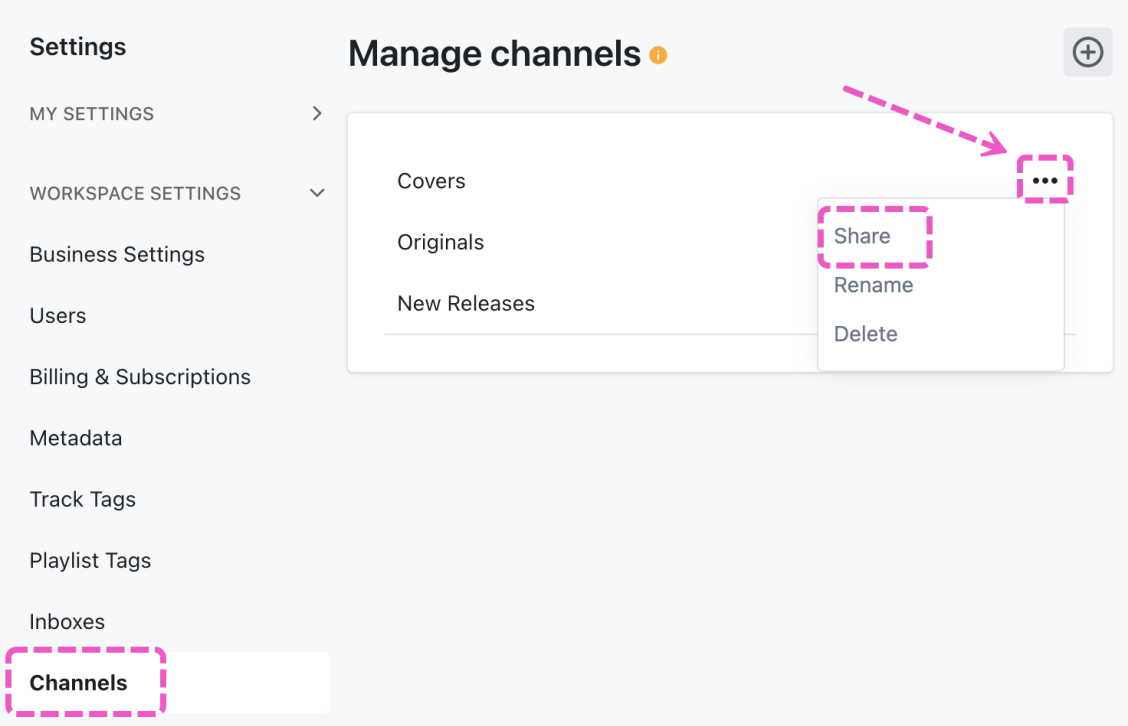
- from the left sidebar



- from within a Channel



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



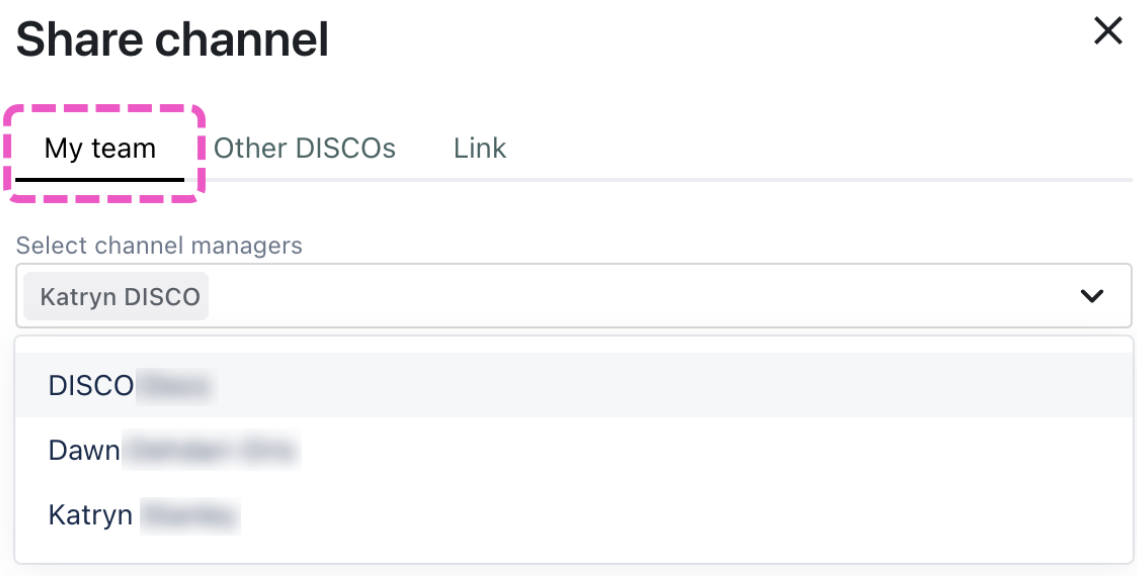
Channel permissions consist of:

- 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:

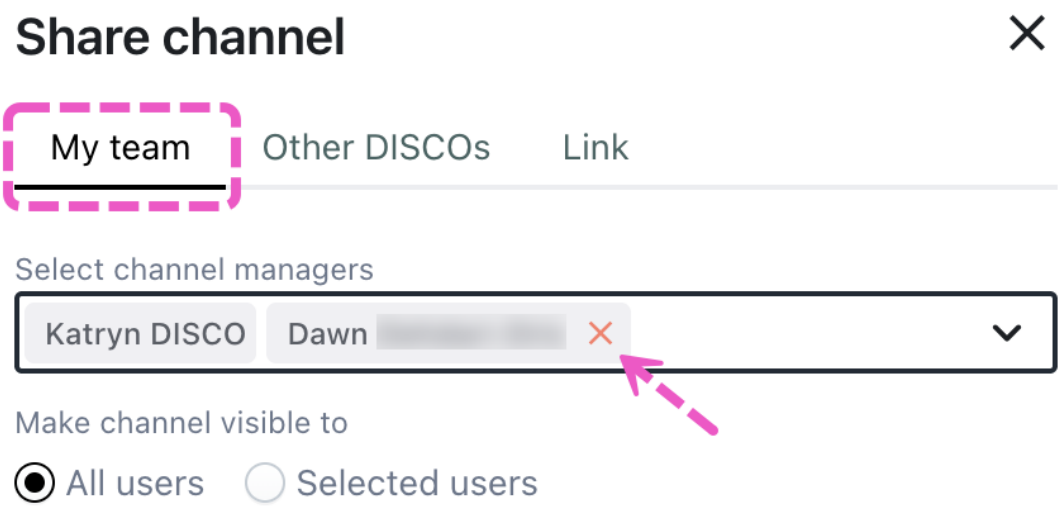
1. In the **Share channel** menu, from the **My team** tab, under **Select channel Managers**, search or select their names from the dropdown.



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.

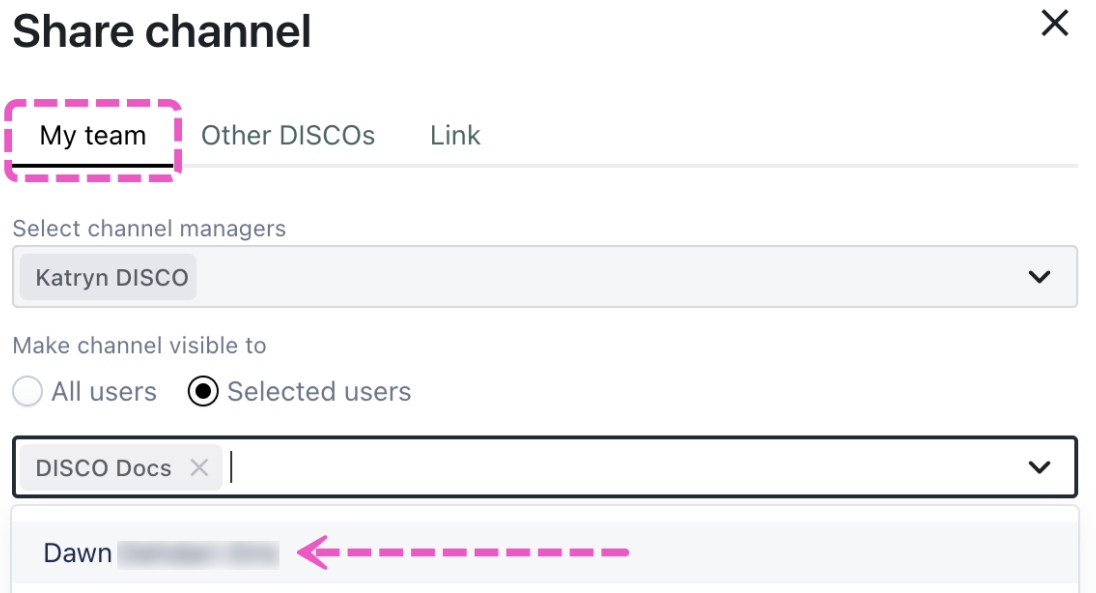


2. Click the **Save** button.

Adding and removing Channel Members

To add Members:

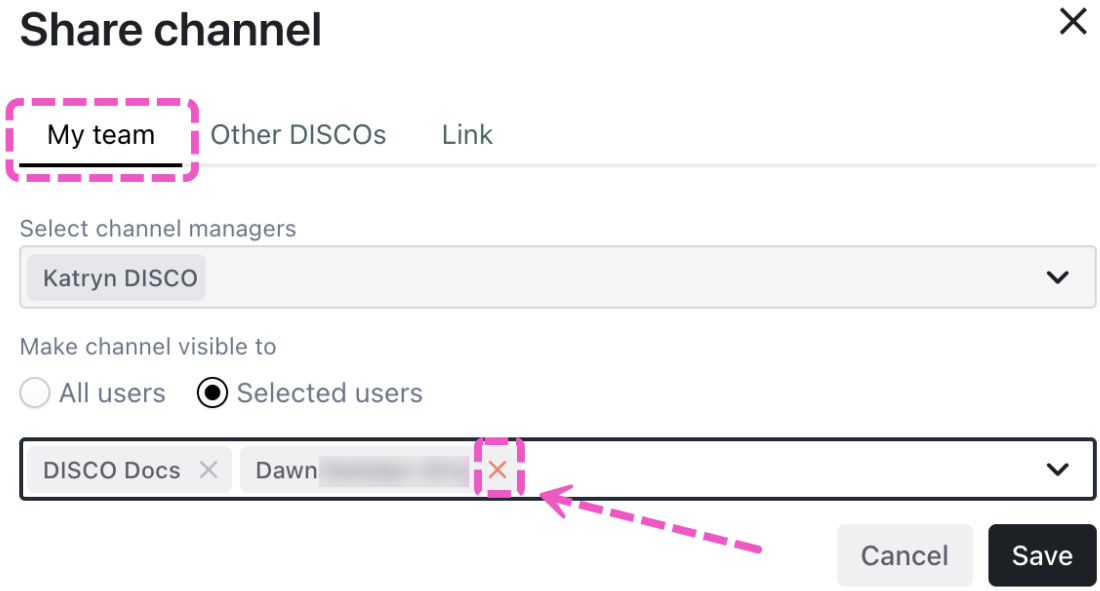
1. From the **Share channel** menu, under **Make channel visible to**, search or select their names from the dropdown.



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.

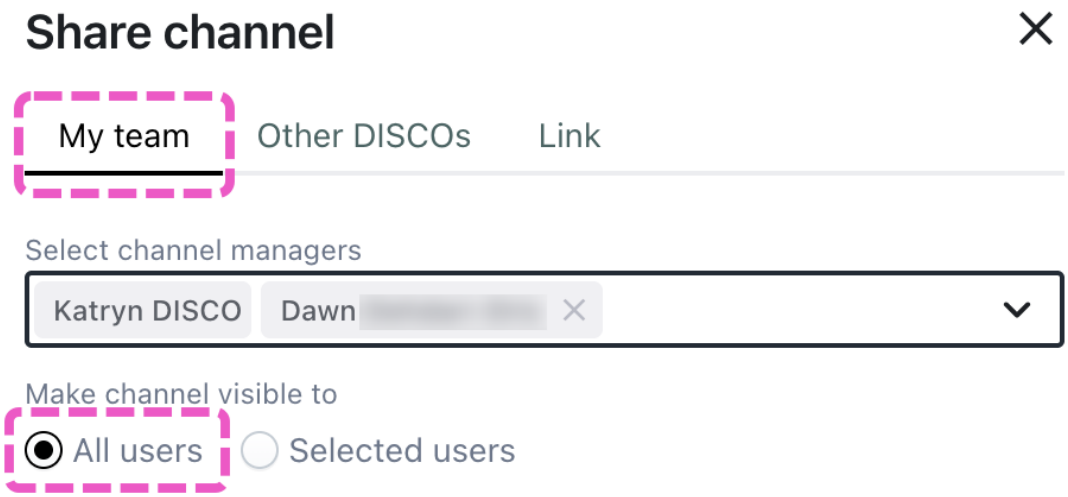


2. Click the **Save** button.

Updating Channel visibility

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

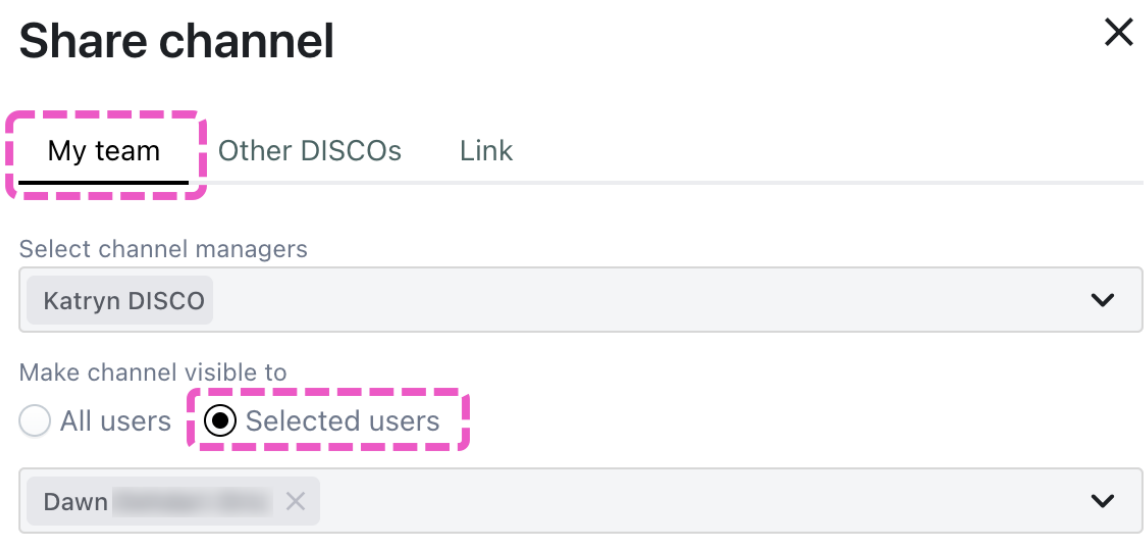
1. In the **Share channel** menu, from the **My team** tab, under **Make channel visible to**, select **All users**.



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.



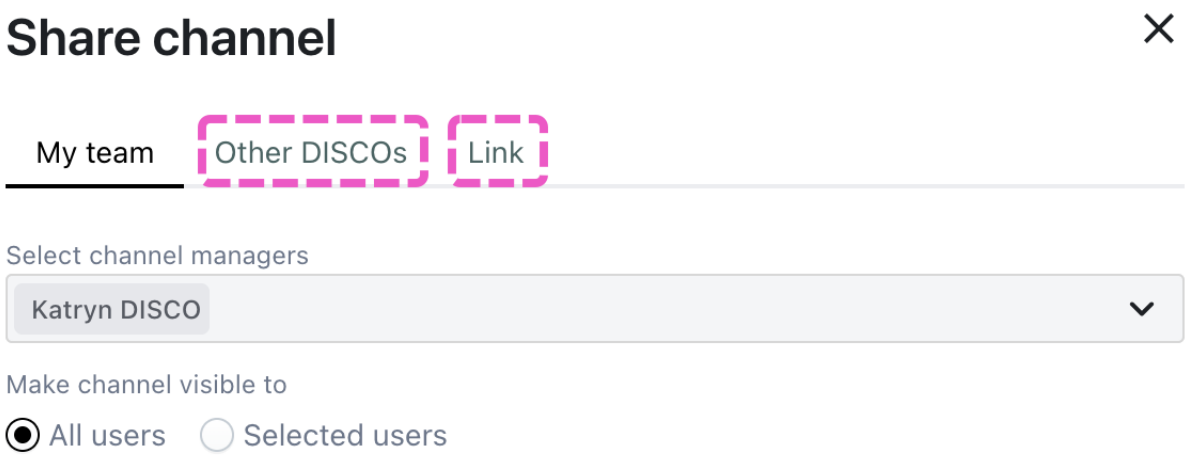
2. Click the **Save** button.

Shared Channels

You can share larger amounts of content, including your entire catalog, when you share a Channel, Folder, or Subfolder!

At a glance

The **Shared Channels** feature (formerly known as **Shareable Channels**) is available to users on our **Pro** and **Enterprise** plans. There are two options when sharing Channels:



- the **Link** option
  - currently available to users on our **Pro** and **Enterprise** plans
  - generates a Channel Share page where recipients can view and download all or some of your Channel content
- the invite **Other DISCOs** option

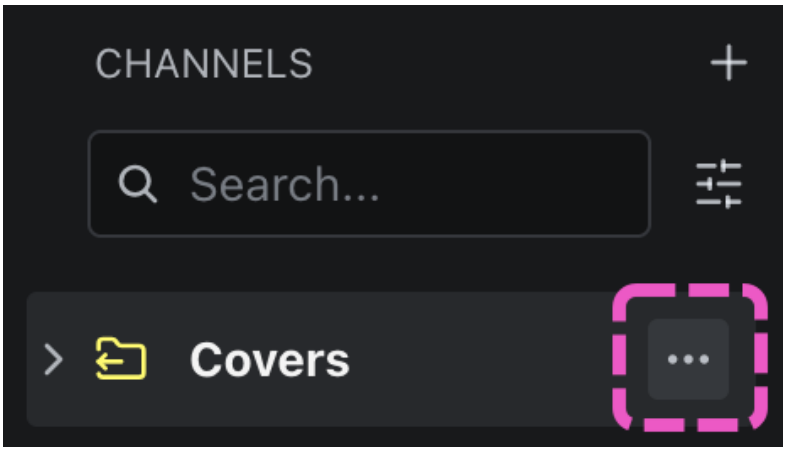
- currently in a *limited beta release* to users across all plans, but will only be available to users on our **Artist**, **Pro**, and **Enterprise** plans upon full release
- once the invite is accepted, the recipient (or **Partner DISCO**) will have access to the Channel from within their own DISCO and they can: manage Channel access for Users within their own DISCO, stream and download Tracks and Playlists, view Track Metadata, and add content from the Channel to their DISCO

Sharing Channels using the Link option

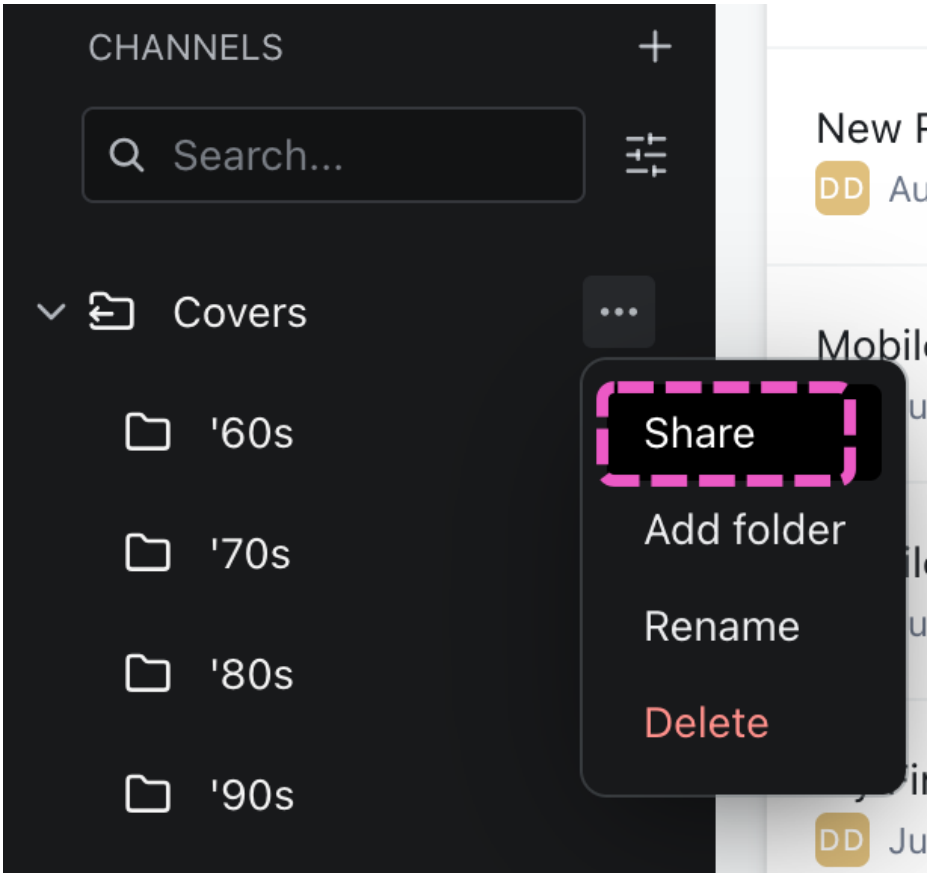
> ***Note:*** *This option is available to users on our **Pro** and **Enterprise** plans.*

The below also applies to **Folders** and **Subfolders**:

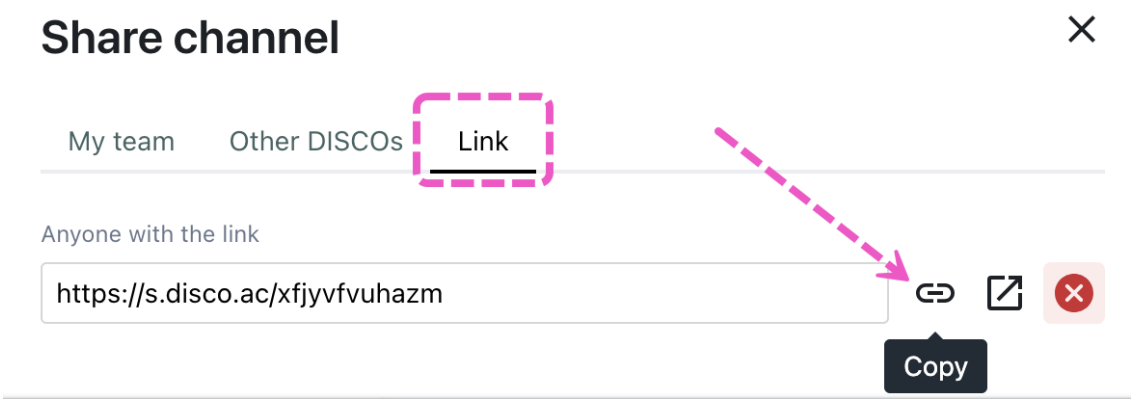
1. In the left sidebar of your DISCO, under **Channels**, hover over the desired Channel or Folder and open the **Channel menu (⋮)**.



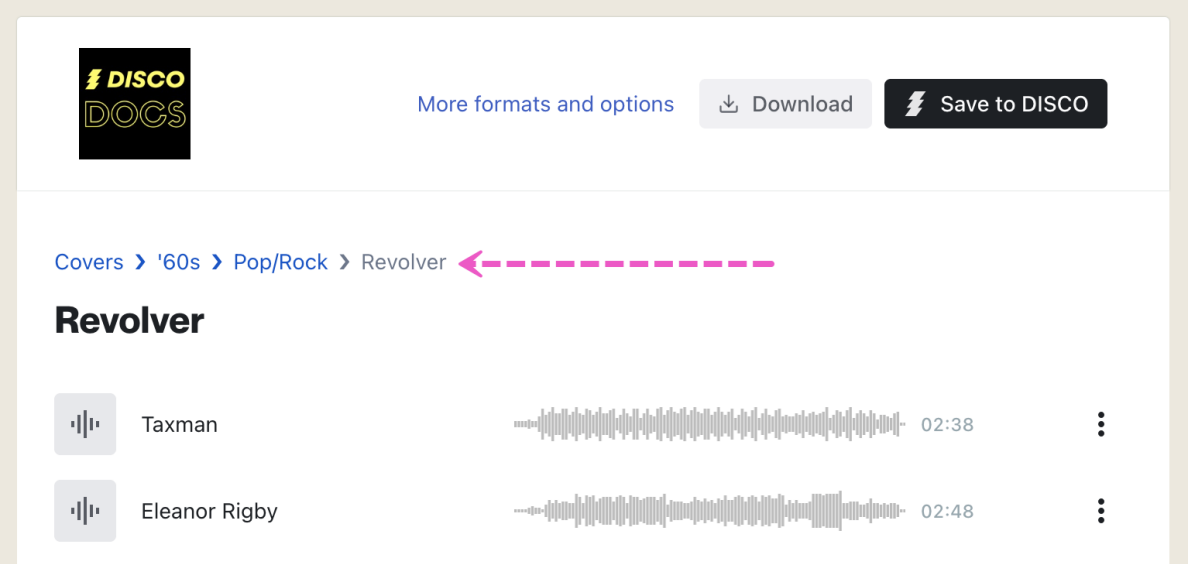
2. Select **Share**.



3. In the **Share channel** menu, from the **Link** tab, copy the link and share it with your recipient(s).



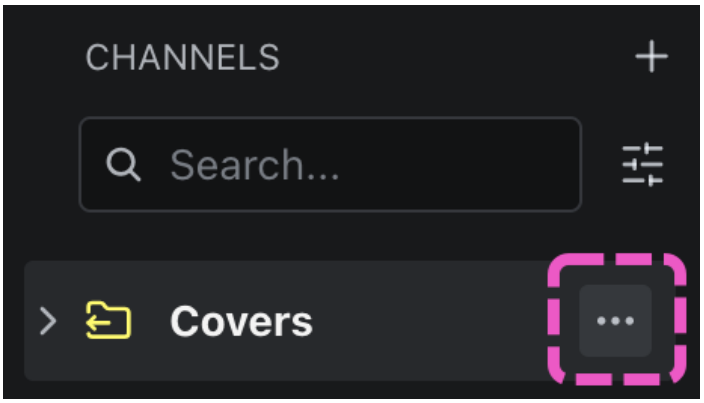
4. From a Shared Channel link, Playlists display and work the same as they do via Playlist share links –– Themes and other settings like Alias Metadata and download Formats will apply. The main difference is they'll have the breadcrumb trail leading back to their parent Folder(s) or Channel:



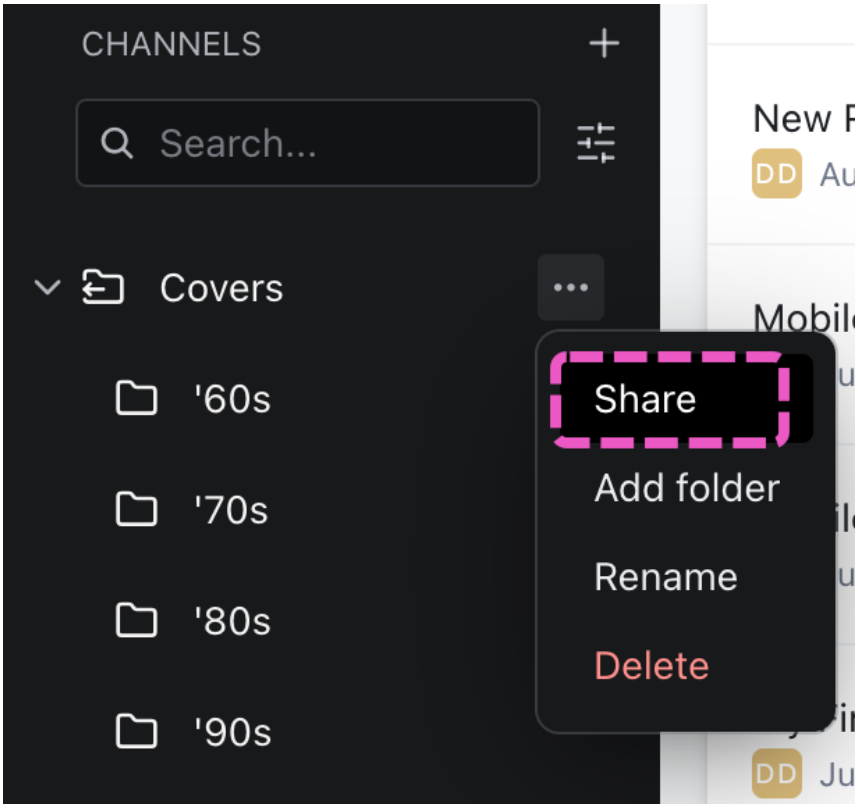
Disabling Channel share links

The below also applies to Folders and Subfolders:

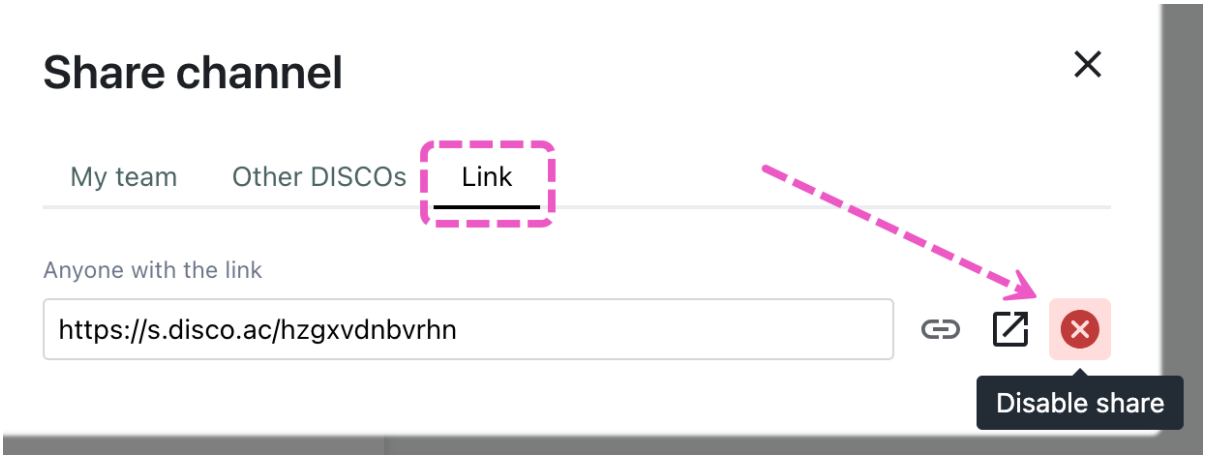
1. In the left sidebar of your DISCO, under **Channels**, hover over the desired Channel or Folder and open the **Channel menu (⋮)**.



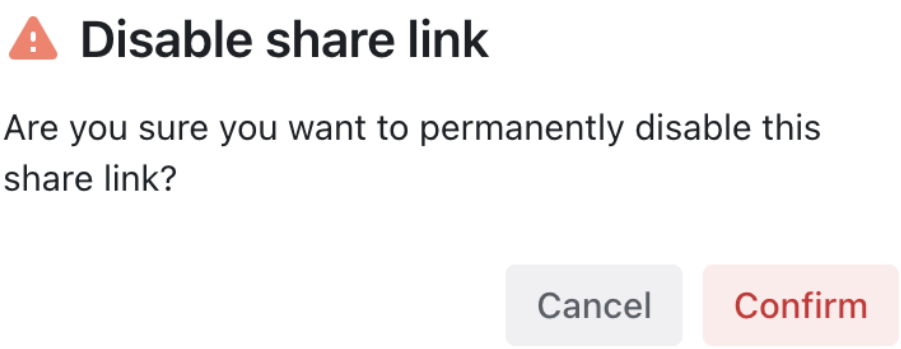
2. Select **Share**.



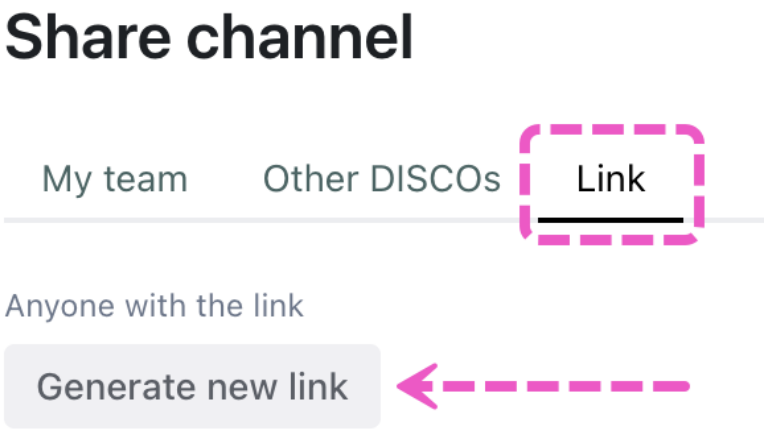
3. In the **Share channel** menu, from the **Link** tab, click the **X** to permanently disable the share link. This means that anyone with it will no longer be able to access it.



4. If you're sure, click the **Confirm** button.

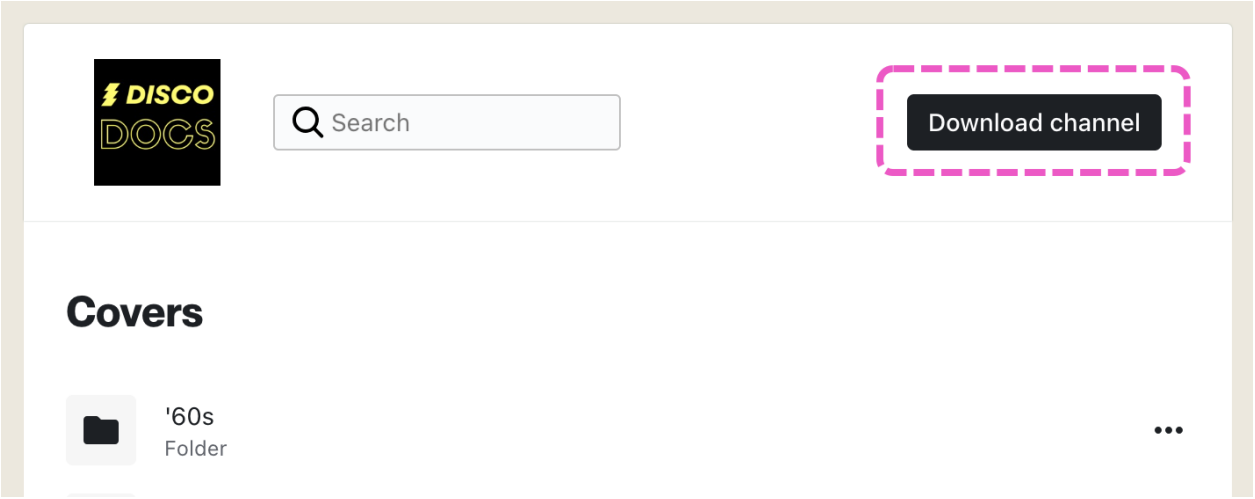


5. After confirming, you'll have an option to **Generate new link**.

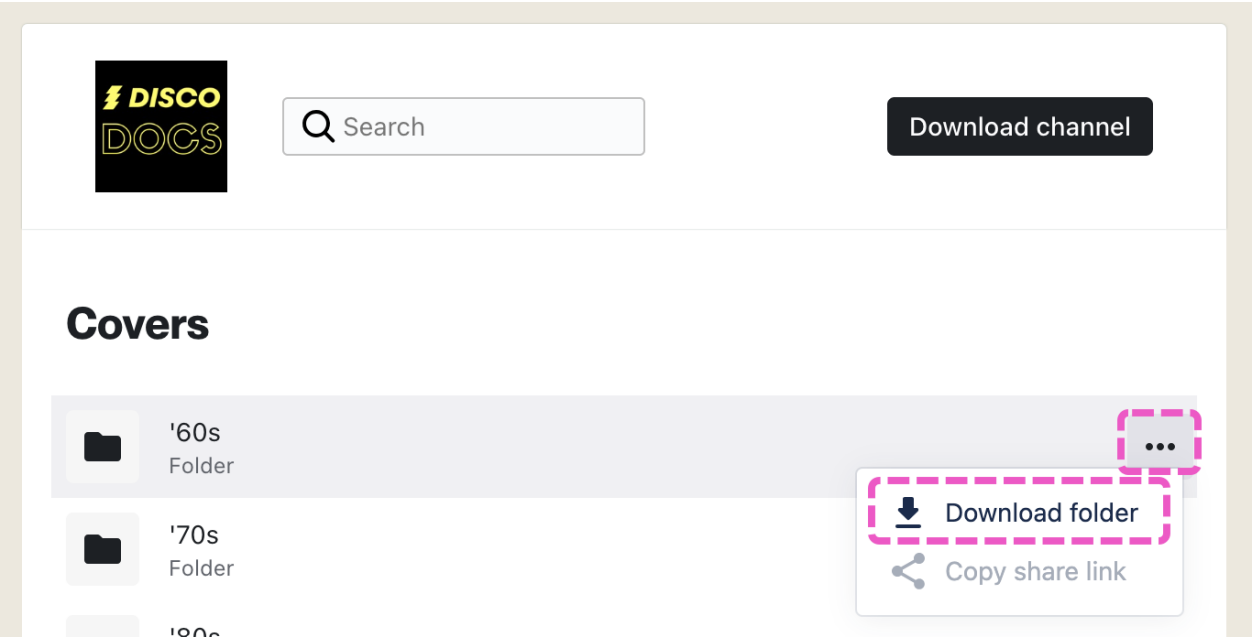


Downloading shared Channels

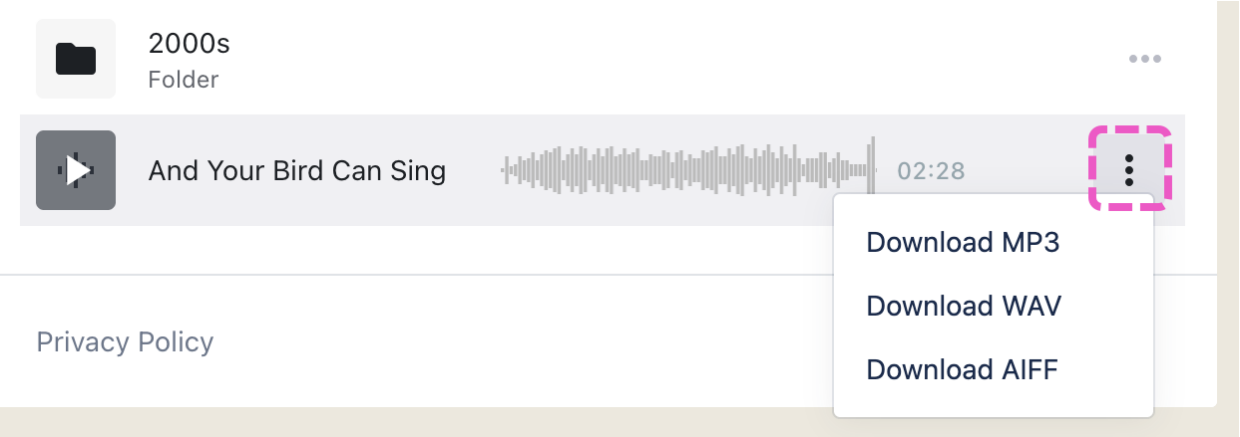
When your recipients open the link to the shared Channel, Folder, or Subfolder, there will be a **Download channel** or **Download folder** button in the top-right corner (*only if the whole Channel or Folder is under 5GB*).



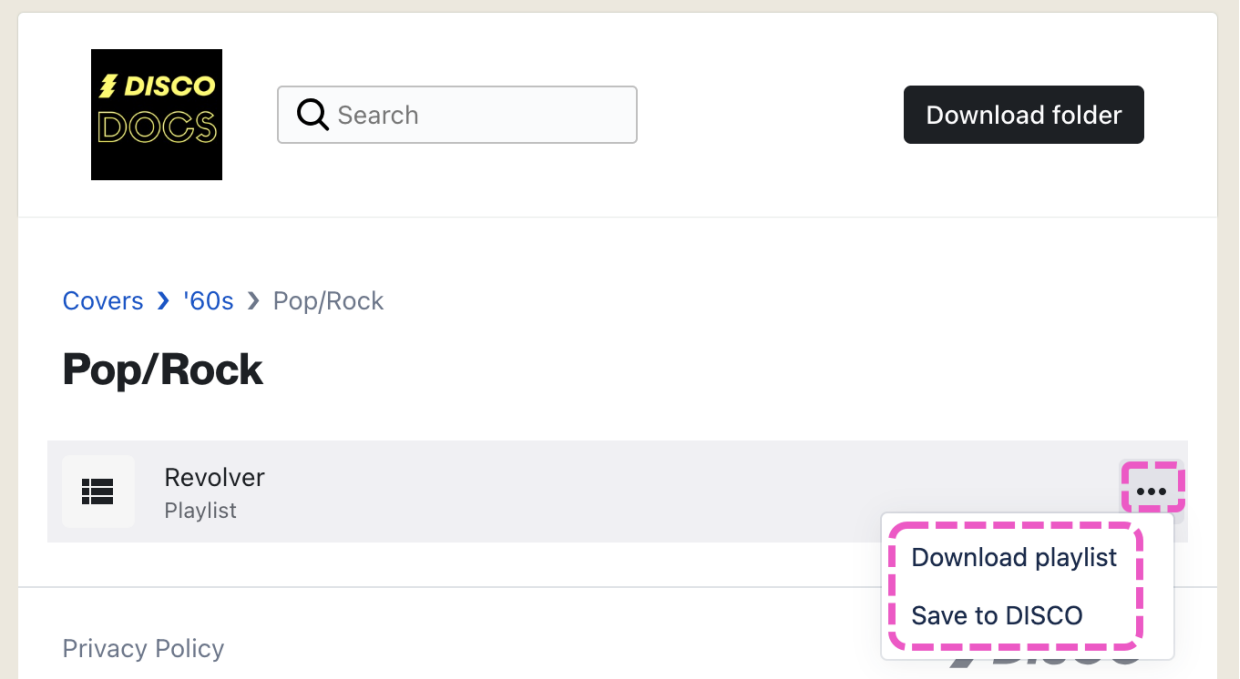
Folders within Channels will have a **Download** option in the **menu (···)** to the right:



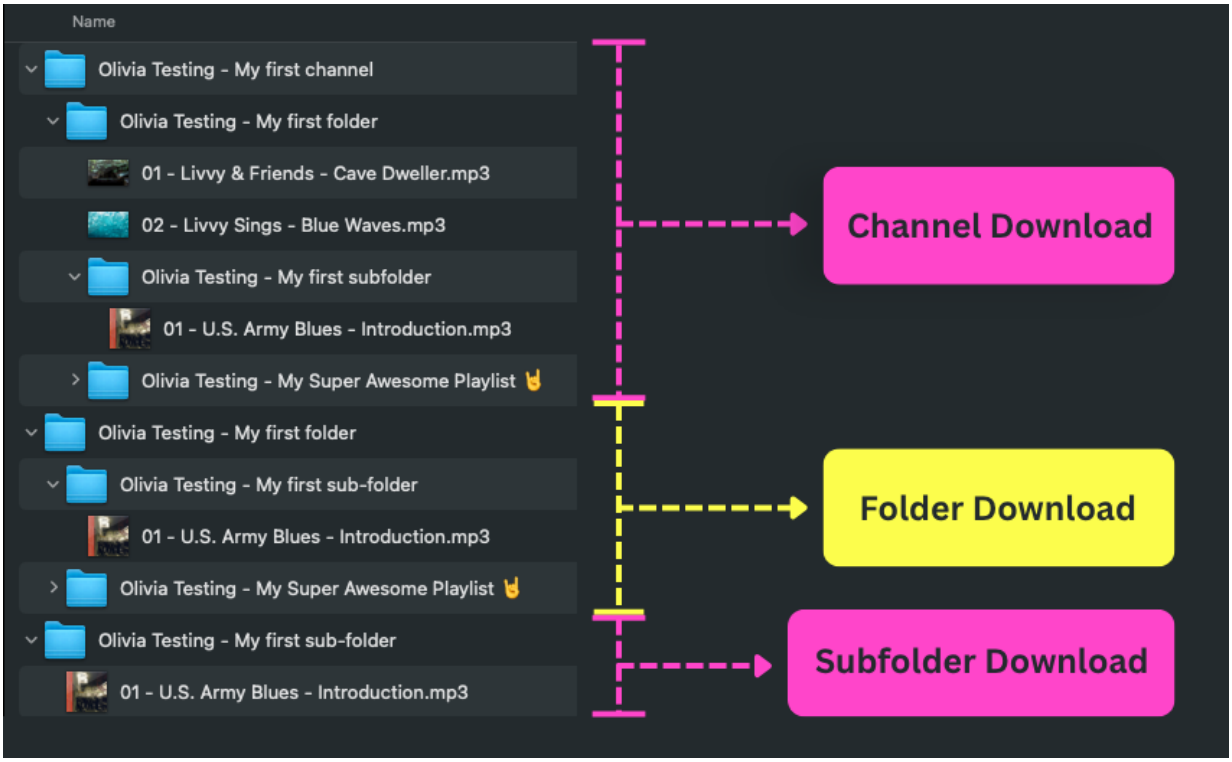
Playlists and Tracks will also have a **Download** option on the **menu (···)** to the right, just like a regular Playlist or Track share page:



Playlists will also have a **Save to DISCO** option in this menu (*Tracks will not*).

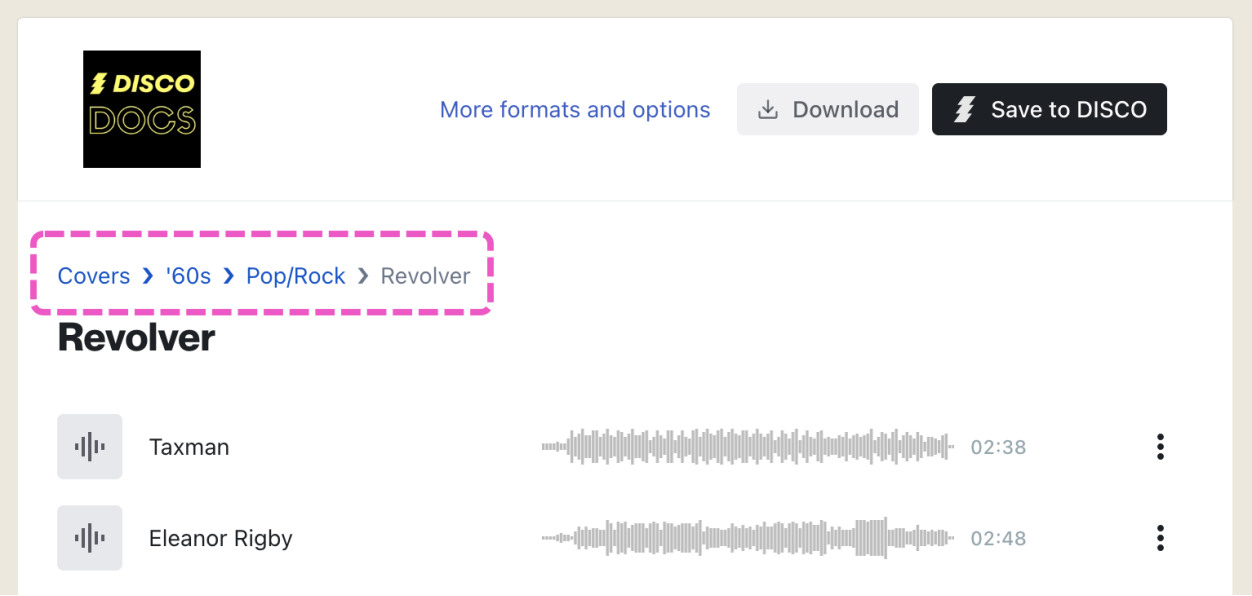


When you download the Channel, all of its contents will be included (Folders, Subfolders, Tracks, and Playlists). When you download a Folder within a Channel, everything within that specific Folder will be included (Subfolders, Tracks, and Playlists). When you download a Sub-folder, everything within that specific Subfolder will be downloaded (Tracks and Playlists):

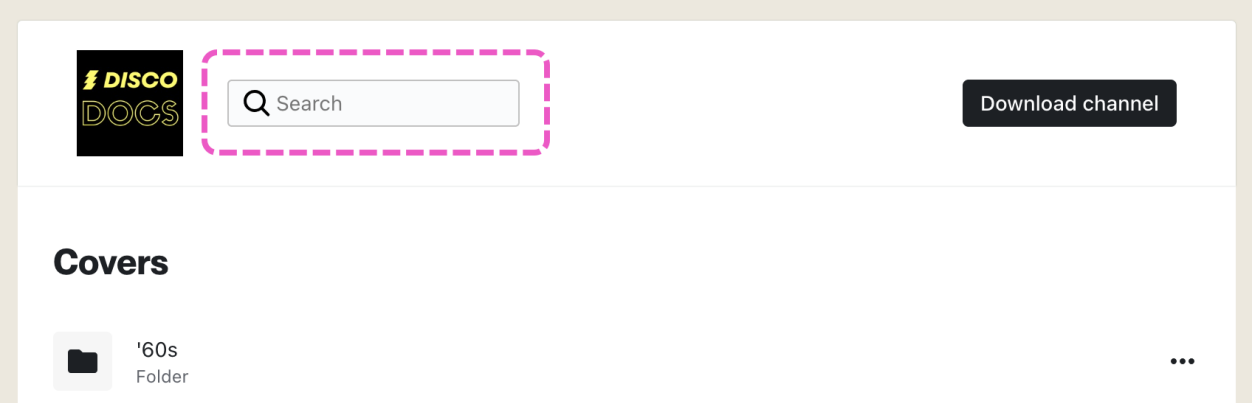


Browsing and searching through shared Channel links

From a Shared Channel link, when you click into a Folder or Subfolder, you will see the breadcrumb trail appear above the Folder or Subfolder name:



You can also search within Channels, Folders, or Subfolders from the Share pages. The search is limited to what is on that specific page, so if you are looking to search within a Folder or Subfolder, you will need to click into it first.

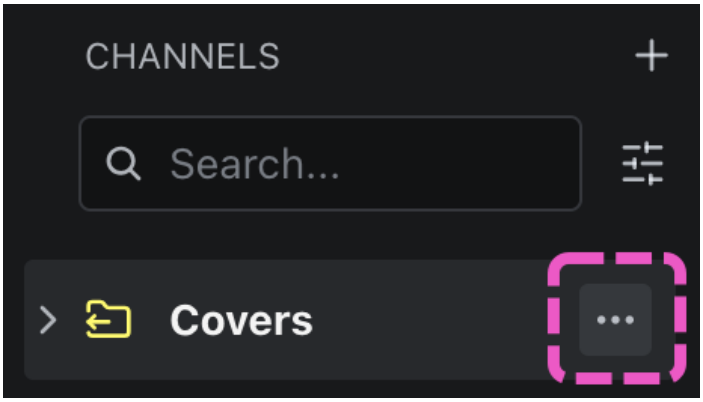


Sharing Channels using the invite Other DISCOs option

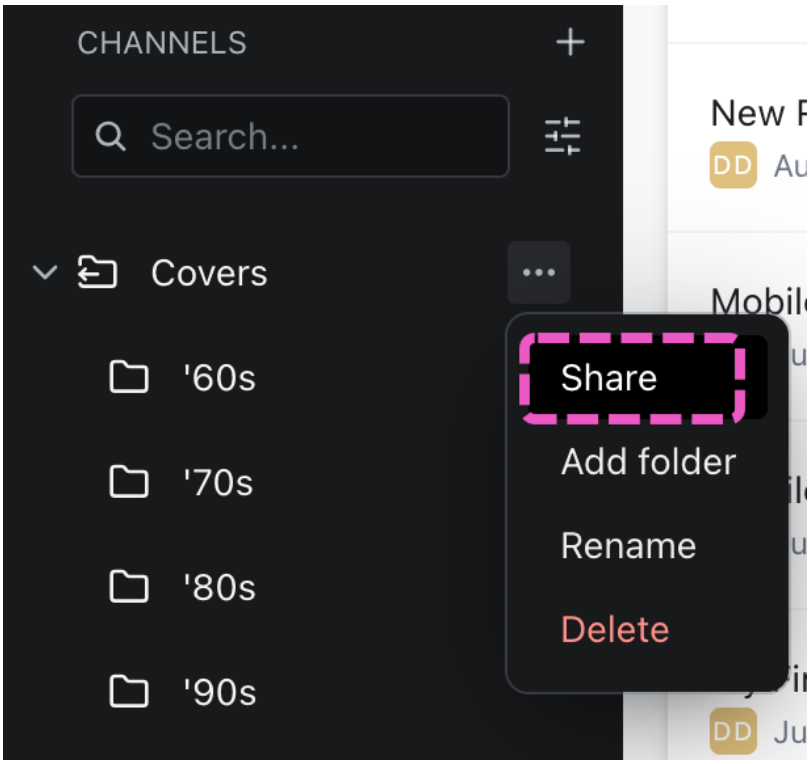
> ***Note:*** *This option is currently in a limited beta release and select users across all plans may now have access to it. If you don't currently have access, you can gain access by accepting an invite to a Channel from another DISCO. Upon full release, it will only be available to users on our* ***Artist****,* ***Pro****, and* ***Enterprise*** *plans. So if you're on the* ***Plus*** *plan and currently have access to this feature, please note that upon full release you'll no longer have access unless you upgrade your plan.*

The below only applies to Channels:

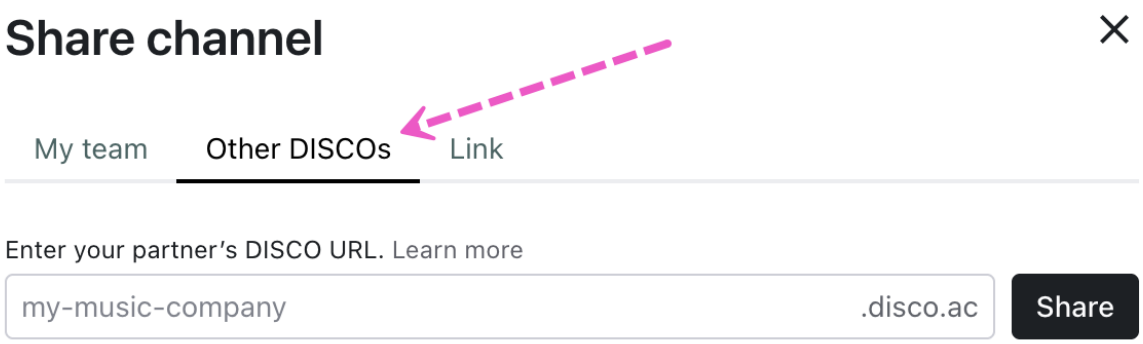
1. In the left sidebar of your DISCO, under **Channels**, hover over the desired Channel or Folder and open the **Channel menu (⋮)**.



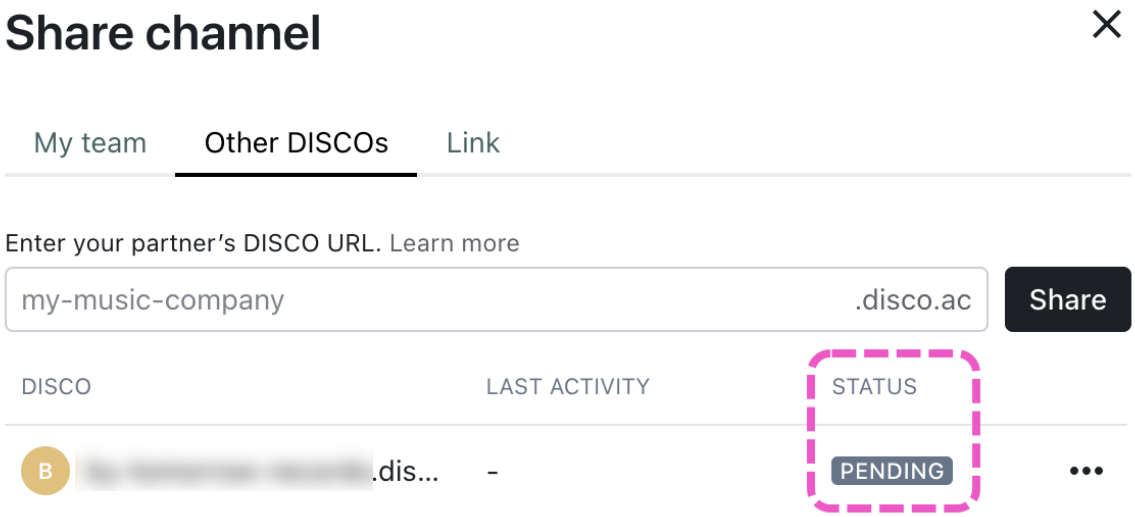
2. Select **Share**.



3. In the **Share channel** menu, from the **Other DISCOs** tab, type in a DISCO URL to invite **Partner DISCOs** (referred to as '**Partners**') to the Channel:

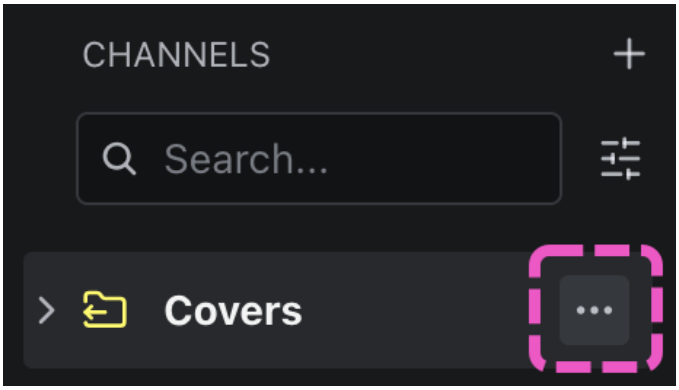


4. Click the **Share** button.
5. You'll see a list of the **Partners** you've shared with and their status (meaning whether or not they've accepted the invite to the Channel):

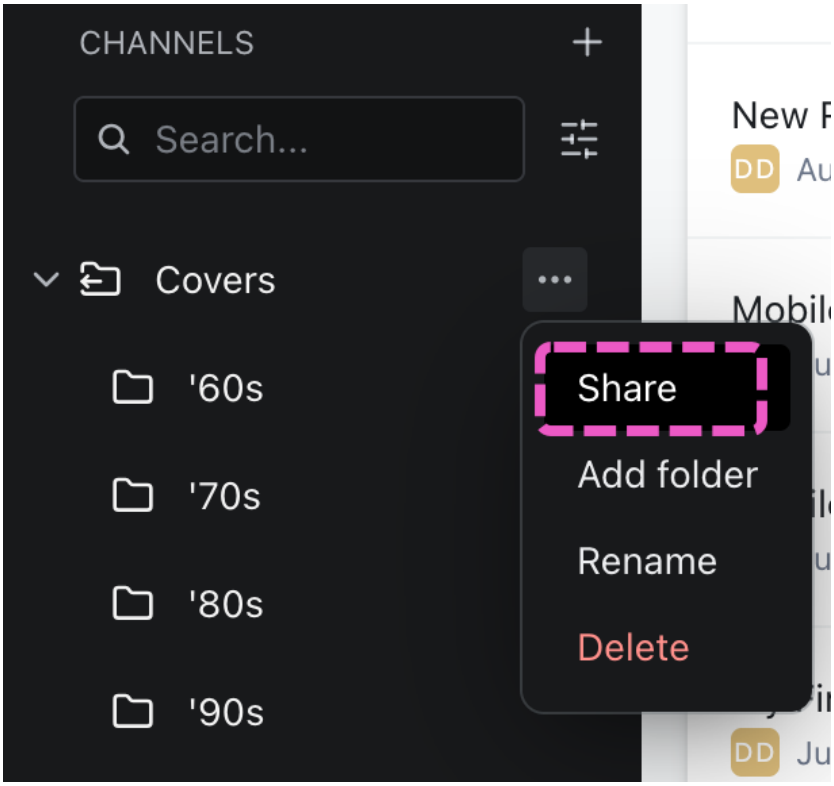


Revoke access to a Shared Channel

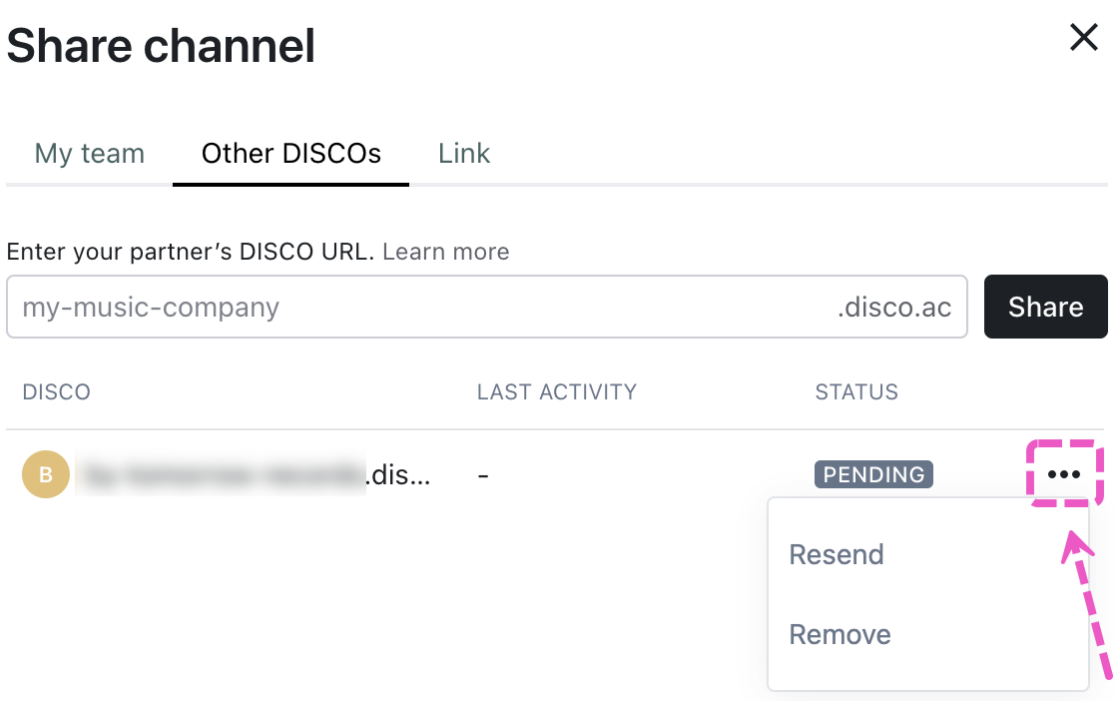
1. In the left sidebar of your DISCO, under **Channels**, hover over the desired Channel or Folder and open the **Channel menu (⋮)**.



2. Select **Share**.

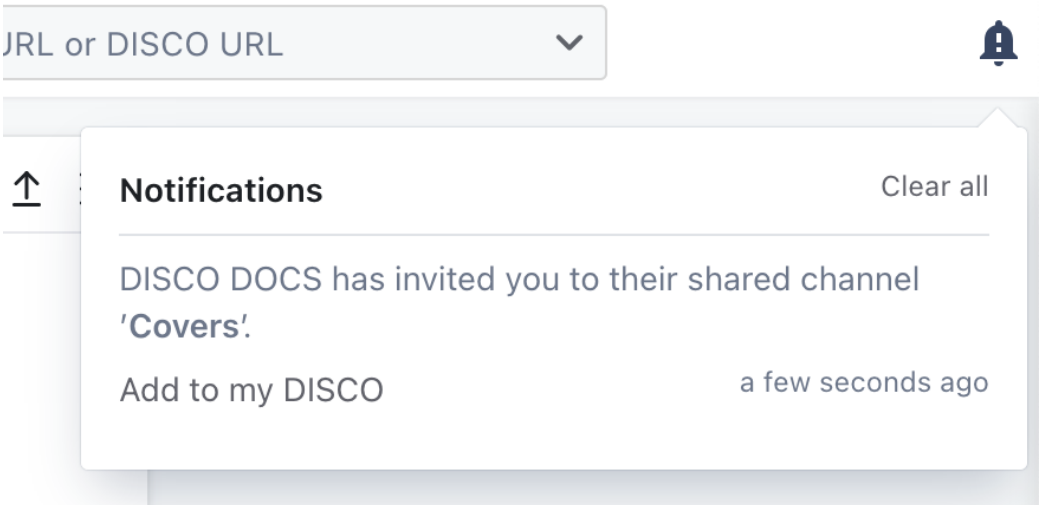


3. In the **Share channel** menu, from the **Other DISCOs** tab, open the ellipses (...) menu to the right of the partner DISCO and select **Remove**:

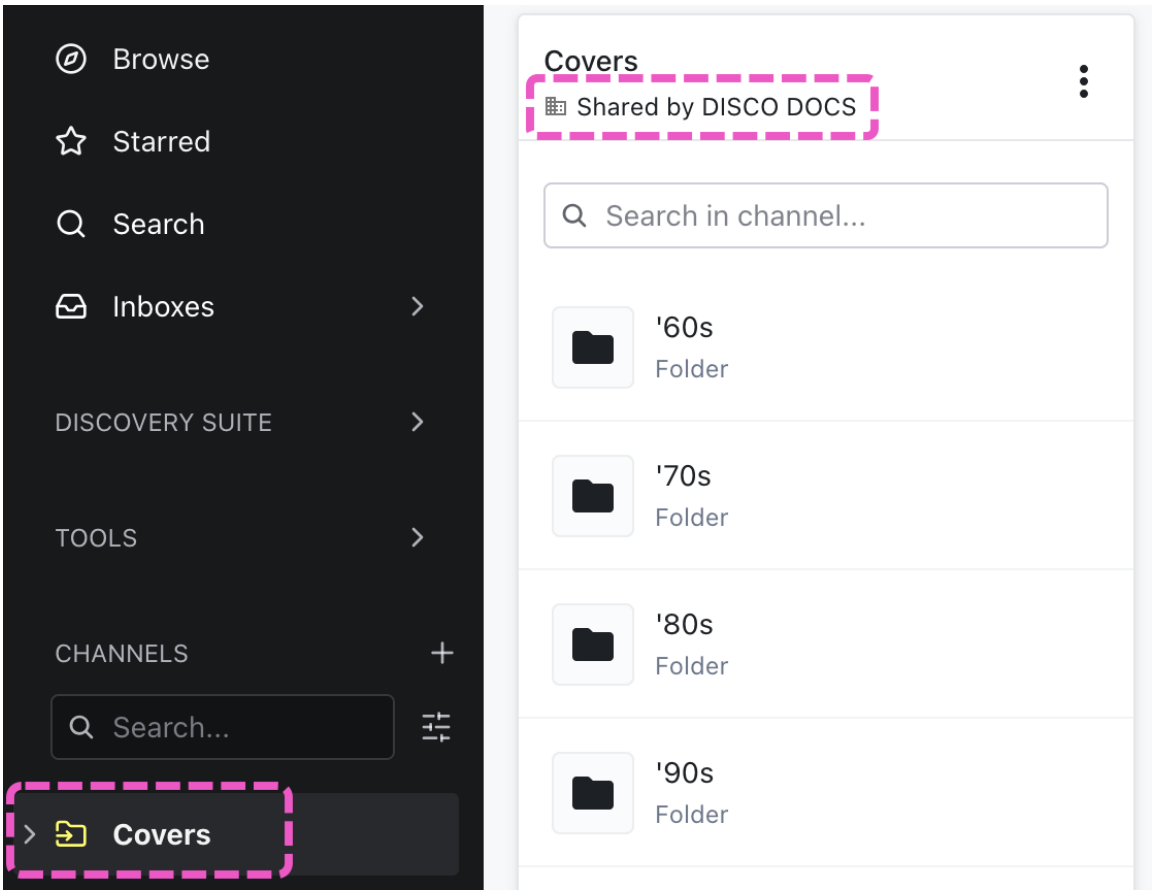


Receiving a Shared Channel

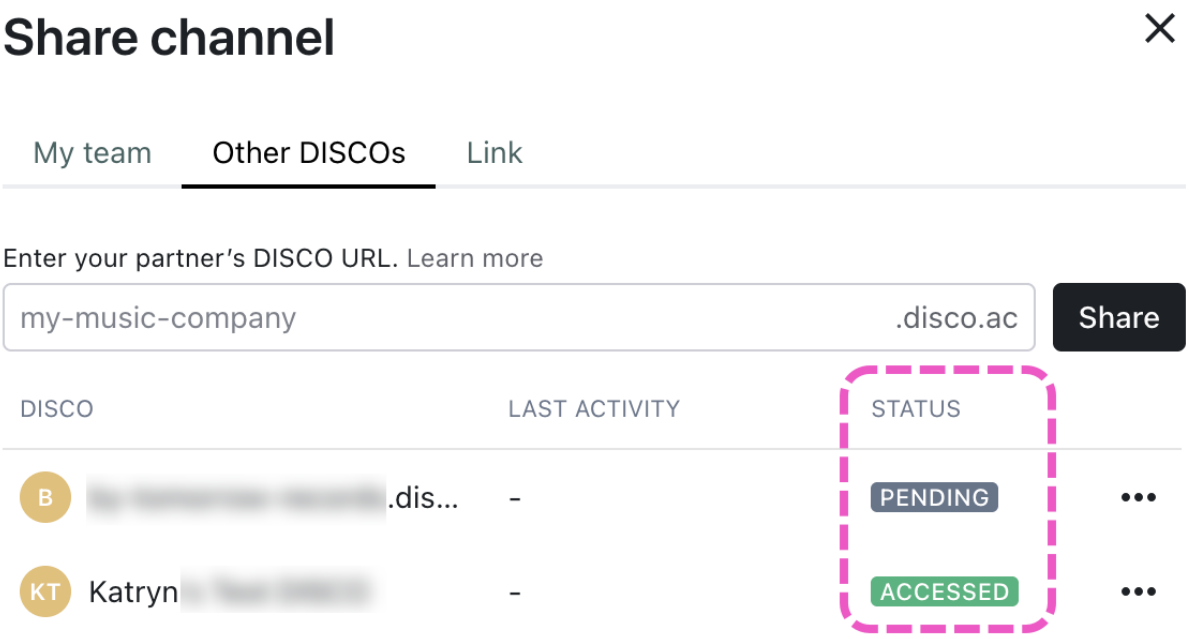
Admin(s) of the **Partner** DISCO (the DISCO receiving the Shared Channel) will receive an in-app bell notification and can click **Add to my DISCO**. They'll also receive an email notification.



Once added, the Channel will appear on the Partner's left sidebar with a shared folder icon. They'll also be able to see the **Owner** (which DISCO shared the Channel) when they click inside of it.

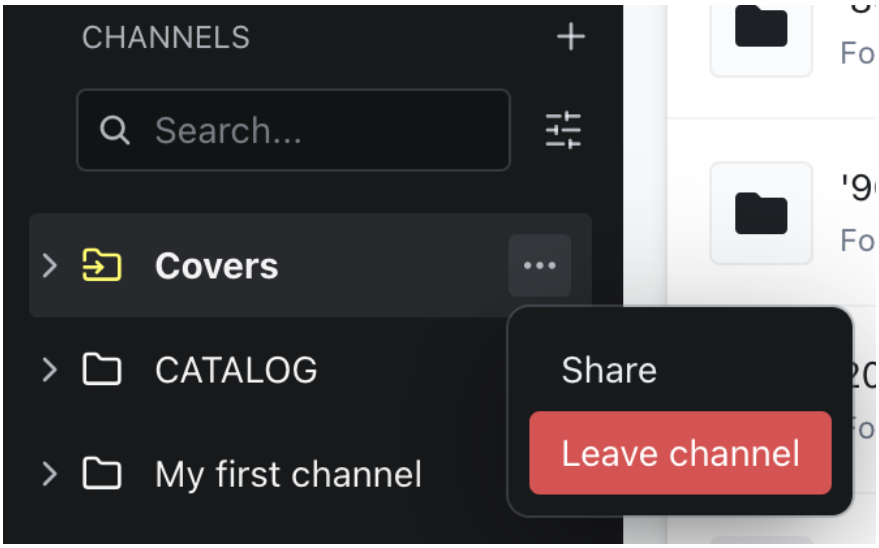


The **Owner** can see who accessed the Channel in their **Other DISCOs** tab:



Leaving a Shared Channel

Admins of the **Partner** DISCO can leave the Channel by opening the **Channel menu (⋮)** and selecting **Leave channel**. This means the entire **Partner** DISCO will leave.



FAQ