

# Video of Managing Metadata



Administrators can manage data that provides additional information about files and folders available in FileCloud using **Metadata**.

**FILECLOUD** admin

### Manage Metadata Sets

Filter:  Show 10 Items

Metadata Set Name	Description	Status	Set Type	User Count	Group Count	ACTIONS
Default	Default metadata set definition will be automatically bound to every single File and Folder.	Enabled	DEFAULT	0	1	<a href="#">Edit</a> <a href="#">Delete</a>
Invoicing	Additional information about invoices	Enabled	Custom	0	2	<a href="#">Edit</a> <a href="#">Delete</a>
Assets	Metadata set with media campaign information	Enabled	Custom	0	2	<a href="#">Edit</a> <a href="#">Delete</a>

Page 1 of 1  
3 rows