



## CHECKLIST

# Managing YouTube Comments

With Hootsuite, you can monitor videos and moderate YouTube comments through the dashboard. That way, you know you're engaging with your biggest fans while promptly addressing negative comments and eliminating spammy messages.

### Monitor and manage comments on your YouTube videos:

- ✓ **Add 'My Videos' stream:** You can view activity across all your videos including comments, likes, and dislikes.
- ✓ From the **'My Videos' stream**, create a separate stream to monitor comments received on a specific video.
- ✓ **Add 'Published Comments' stream:** This will show you all comments that have been approved and published by your team.
- ✓ **Add 'Moderate Comments' stream:** You can approve and reply to comments, as well as address spam or other brand-damaging content before it goes public.

### Leave comments on other relevant YouTube videos:

- ✓ **Add a 'Search' stream:** This will populate a list of videos based on a search query. For example, a cafe owner could set up a search query for "coffee" to find videos related to their business.
- ✓ **Choose an optional 'sort by' category:** You can sort these results by date uploaded, relevance, view count, or rating.
- ✓ **Leave a comment on a video:** Once you find a relevant video, you can engage with it from your dashboard by liking it and leaving a comment. This will help increase the visibility of your YouTube channel while you build relationships with like-minded people or brands.

For more detailed instructions on how to manage YouTube in Hootsuite, download our [Quick Start Guide](#).