# **Editing YouTube Auto- Captions**

Caption Fails - Match the caption fail to the correct dialogue!

A Holyfield is these all of this was made worse by the fact that I had these birds

**1** A rebellious young man meets Allie, the chick from Lost.

B Skillet estimate uh...supplying itself

**2** How can a black bean be free range? I don't know - Google it.

**C** What's your special prom to prevent fraud reform

3 Should we get on with it? I'll grab my stuff.

**D** Over billions young man meat alley the check from Los.

**4** That's your special friend butterfly who came to say 'hello' to you.

**E** Part of my baby free range? Parallel to collect.

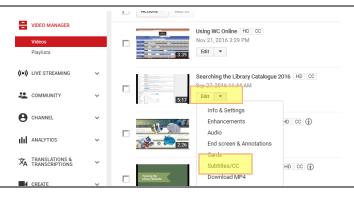
**5** All of this was made worse by the fact that I have these birthmarks.

## Don't let this happen to you!

Always edit your Auto-Captions to increase clarity, improve viewers' comprehension, and provide equitable access.

# **How to Edit your Auto-Captions**

- 1. Login to your professional / departmental YouTube account. Do not host videos on your personal or family accounts.
- 2. Once you have uploaded your video, give YouTube a few minutes to apply auto-captions
- 3. Go to your Video Manager
- 4. Click the *Edit* drop-down menu next to the video and Select *Subtitles and CC*



- 5. Click on the bar that says:
  - English (Automatic)

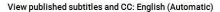
DEO MANAGER

'E STREAMING



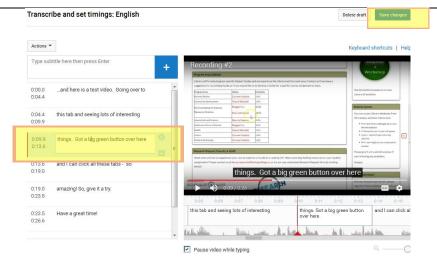
Answers: A5, B3, C4, D1, E2

6. Click Edit





- Click inside any line in the caption track panel and edit the text
- You can play the video while you type; it will pause for you
- 9. When you are done, Click *Save changes*



- You will see the confirmation message. Notice that a new audio track has been created
- Remember to test your video and make sure the new captions are displaying for your viewers

#### Manage subtitles and closed captions



# **Other Captioning Options:**

- You can upload a transcript and adjust timings
- You can just listen to your video and type along with it. Video will pause playing while you are typing.

### Sources

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