

Captioning Options for MJC Faculty

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Student Accommodations

If you have a student with an accommodation in need of captioning, Modesto Junior College (MJC) faculty should reach out to Claudia Mery (meryc@yosemite.edu) at the [Accommodations and Support Center](#) (ASC) for support.

Captioning is a process that requires advance planning. At minimum, requests should be submitted **two to three weeks** before videos are scheduled to be shown to students. Instructors must submit a video list with working links. If the videos are not hosted online, they can be uploaded to Microsoft OneDrive and the link should be included.

Additionally, to qualify for grant-funded captioning, the videos must be used during the current semester.

Options for Auto-Caption

Alternatively, the following resources provide auto-captioning for any videos that are uploaded. It is important to note that auto-captions are not always accurate, so we recommend, when possible, reviewing and editing the automatically generated captions.

Canvas Studio

[Canvas Studio](#) is a video and audio media platform integrated with the Canvas learning management system that is available for all MJC faculty. Videos can be recorded within and/or uploaded to Canvas Studio. Captioning for uploaded or recorded videos is automatically applied and published (default language is English).

- [Library of Canvas Studio Guide](#)
- [How to Edit Canvas Studio Captions](#) (Written Guide)
- [How to auto-transcribe or upload captions in Canvas Studio](#) (Written Guide)
- [How to Embed Canvas Studio Videos](#) (Written Guide)

YouTube

YouTube auto-captions are not as complete as Zoom's, but if you are using a recording tool other than Zoom, such as [ScreenPal](#), you can upload recordings and stream them from YouTube or Canvas Studio. All videos uploaded into YouTube will be auto-captioned. You will want to read through and edit for accuracy. (YouTube auto-captions are not capitalized or punctuated.)

- [How to Upload Videos to YouTube](#) (Written Guide)
- [How to Edit Captions in YouTube](#) (Written Guide)
 - **Note:** Select the “Edit caption text” and “Edit caption timing” dropdown menus for detailed editing steps.
- [Embed YouTube Videos in Canvas](#) (Video Guide)
- [Embedding Videos & Playlists from YouTube](#) (Written & Video Guide)

Zoom

Zoom has fantastic auto-captioning that even capitalizes and punctuates. You will want to review and edit for accuracy. (For example, some words or technical terms might be misspelled or transcribed improperly.) Begin by making sure that your Zoom account has Cloud Recording and Audio Transcript enabled.

- [How to enable and edit auto-transcripts for your Zoom recordings](#) (Written Guide)
- [Managing and Sharing Zoom Recordings](#) (Written Guide)

For long-term storage, we recommend downloading and storing your Zoom recordings in an alternate location, such as Canvas Studio (currently, no storage limit).