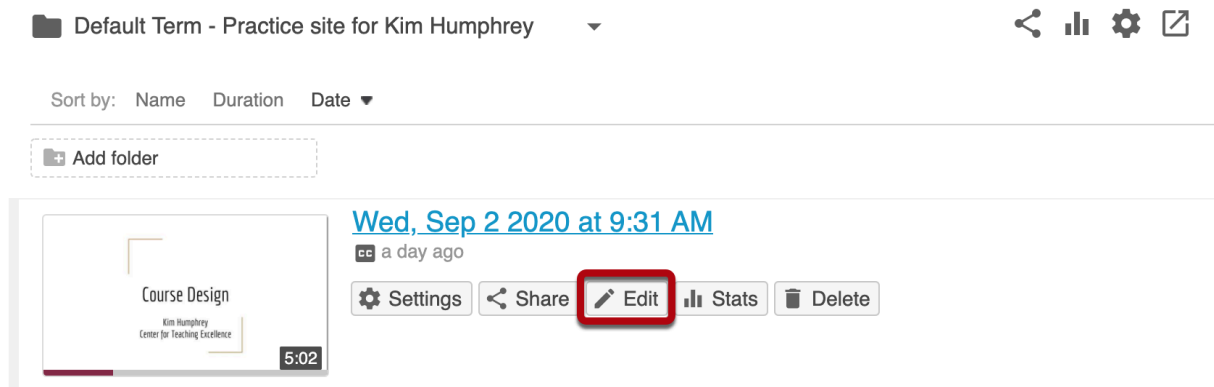


How to Add and Download Automatic Captions in Panopto

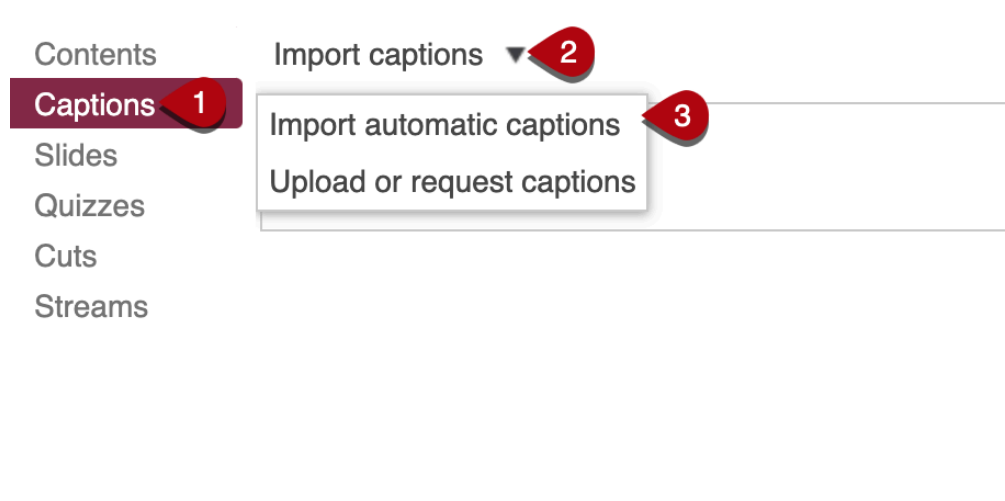
While automatic captions are not ADA compliant and do not meet the needs of students with registered accommodations, they can create a more accessible environment for everyone in your classroom.

Step 1: Go to your Panopto Recordings in Canvas

Step 2: After the video has finished processing, hover over it and select "Edit" (this can take a few hours -- the automatic captions are sometimes being generated even after the initial processing complete)



Step 3: Go to the captions button on the left sidebar menu (1), select the "import captions" drop down (2), and select "import automatic captions" (3)



If you'd like to, you can edit the captions after they are generated by clicking on a timestamped caption.

Contents	Import captions ▼	Practice site for Kim Humphrey
Captions	OK. So today we're going to be talking about course design.	0:25
Slides		
Quizzes	We're going to start by asking you to take a few minutes to think about a typical introductory course in your discipline.	0:31
Cuts		
Streams	How is that typically taught? What are the learning goals for that course?	0:37
	You've had two or three minutes to do some brainstorming about this. All right.	0:43
	Thank you for taking some time to think about that. We'll be returning to this pump later in the session.	0:50
	What a start today. Thinking about learning goals we're thinking about the question isn't how the various	0:57
	components of our course work together correspond to one another and provide a	1:04
	Enter a caption	

Step 4: Click "the Apply" button to save the captions (1) and then click the cogwheel settings button (2), if you want to download the captions.

The screenshot shows a video player interface. At the top, a toolbar contains several buttons: a back arrow, a forward arrow, an 'Apply' button (marked with a red circle and '1'), a settings cogwheel (marked with a red circle and '2'), a share icon, and a 'Help' dropdown. Below the toolbar is a large video area displaying a slide titled 'Course Design' by Kim Humphrey, Center for Teaching Excellence. At the bottom, another toolbar contains playback controls: a play button, a 10-second rewind button, a 10-second fast forward button, a progress bar showing 0:00 to -0:57, a volume icon, a '1x Speed' button, a 'Slides' dropdown, and a 'Preview' button. Below this is a checkbox labeled 'Preview cuts during playback' which is checked.

Once you are in the setting menu, go to "Captions" in the left hand sidebar menu (1), expand the "Default" drop-down menu (2), and select "Download File" (3)

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▼ Default

Status

Requester username

Service level

Session length

Captions Imported

BCCanvas\humphrek@bc.edu

Automatic Machine Captions

00:57

[Delete Captions](#)

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[Download unedited caption file](#)

Captions

Captions are available for this session. To request or upload new captions, delete the current captions.