

Video Captioning Workshop – LAVC Professional Development

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1. To make captions: **Movie Captioner** – computers in LARC 200a computer classroom
 - a. Open Movie Captioner
 - b. Load video file
 - c. Save As – give a name without spaces
 - d. Press START and type captions
 - e. When done, EXPORT as subrip srt file
 - f. For additional guidance: <http://www.synchrmedia.com/tutorials.html>

2. To preview movie with captions: **VLC media player** (download free)
 - a. Open VLC
 - b. Drag or find video file you've created with Movie Captioner to open
 - c. VIDEO tab > Subtitles track > Open File (srt file)
 - d. Play – it should work!
 - e. Save

3. (OPTIONAL)To embed captions into movie file: **Handbrake** (open source, download free) - best if you want to show the video offline via a USB stick
 - a. Open video file
 - b. PC: SUBTITLES tab > import srt
 - c. MAC: Tracks drop down > Add external SRT
 - d. Embed as “burn in” to have captions always present. Do not check the ‘burn in ‘ box if you want the option of turning them off. Option will work in VLC player, but not in Canvas embedded movie.
 - e. Save As – name the file > BROWSE to save
 - f. Click the (PC) START ENCODE button or (MAC) START button and go do something else, especially if it's a long video

4. To load video with captions into **Canvas**
 - a. Open Content Page to edit it
 - b. In the page where you want the video, click the RECORD/UPLOAD VIDEO button (triangle in a square icon) > Upload Video > Select Video File
 - c. This ONLY works for movie files where you have “burned in” the captions.
 - d. To allow students the on/off option in Canvas, upload your video as above.
 - e. Save the page. Click on the CC button at the bottom of the player and click “Upload Subtitles. A pop up window will open – go to step 3.
 - f. Use the SRT file you created using Movie Captioner – Choose Language, and Choose file. Upload.
 - g. After you save the page, you can play the video and click on the CC button and select “English” or the other language you uploaded to play the video with captions.
 - h. For additional guidance: <https://community.canvaslms.com/docs/DOC-13055-4152719746>