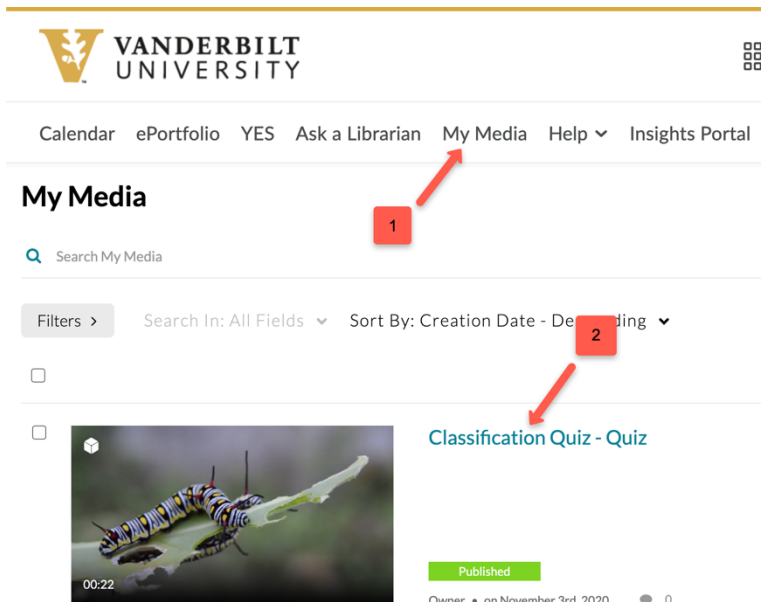


## Add and Edit Captions in a Kaltura Video

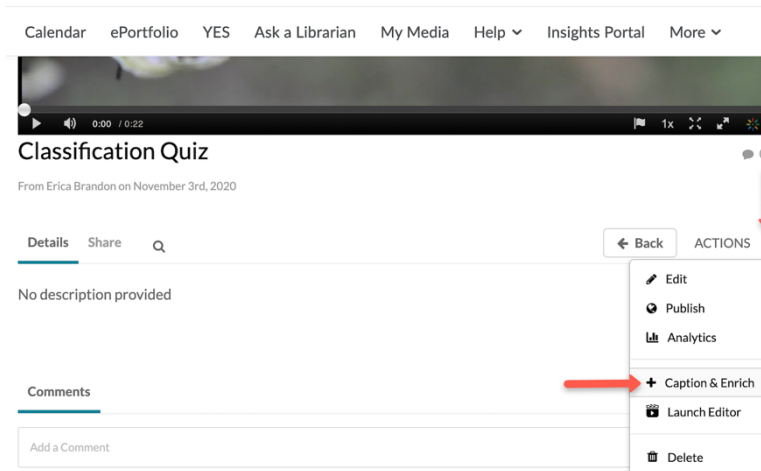
Kaltura gives users the ability to add captions to their Kaltura videos. Kaltura automatically generates captions that are approximately 80% accurate. This is a great starting place for captioning. After captions have been generated, you can make edits as needed.

### Generate Kaltura captions

1. On your Brightspace dashboard, click on **My Media**.
2. Click on the video you want to caption.



3. Click **Actions** and select **+ Caption & Enrich**.





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4. Check the default options and click **Submit**. In most cases, the settings should be:

1. Service: *Machine*
2. Source Media Language: *English* (or desired language)
3. Feature: *Captions*

### Order Captions & Enrichment Services

5. A confirmation message will appear, and the request will be *pending*. Click the icon on the right to expand and see details about your request, including an estimated turnaround time. After the captions have processed, the status of the caption request will change to *completed*.

### Existing Requests

+ Order

REQUEST DATE	SERVICE	FEATURE	LANGUAGE	STATUS
November 5th, 20	Machine	Captions	English	Pending

Requester: brandea1  
Feature: Captions  
Turnaround Time: 30 Minutes

### Order Captions & Enrichment Services

Your request has been received. Your video will automatically updated upon completion.

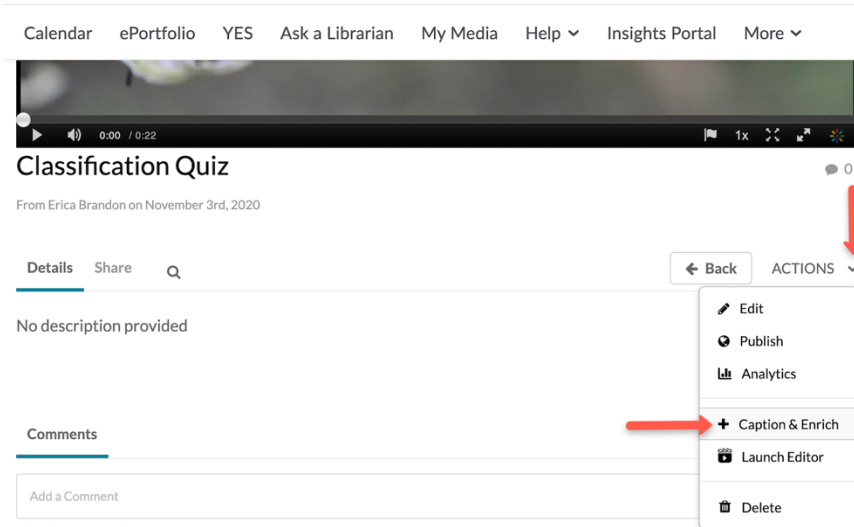
6. To view the caption text, click the **Show transcript** link. *Note: this is not where you will edit captions.*

REQUEST DATE	SERVICE	FEATURE	LANGUAGE	STATUS
September 14th, 2020	Machine	Captions	English	Completed

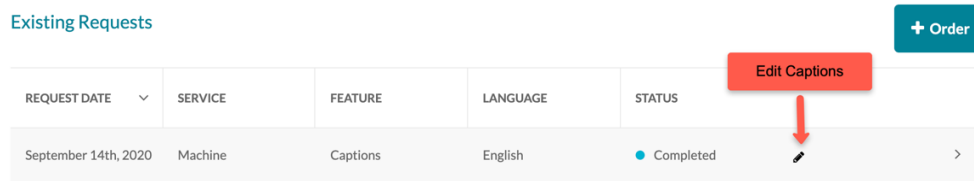
7. To turn on captions while the video plays, click the **CC** button and select a language.

## Edit Kaltura captions

1. In the video edit screen, click **Actions** and select **+ Caption & Enrich**.

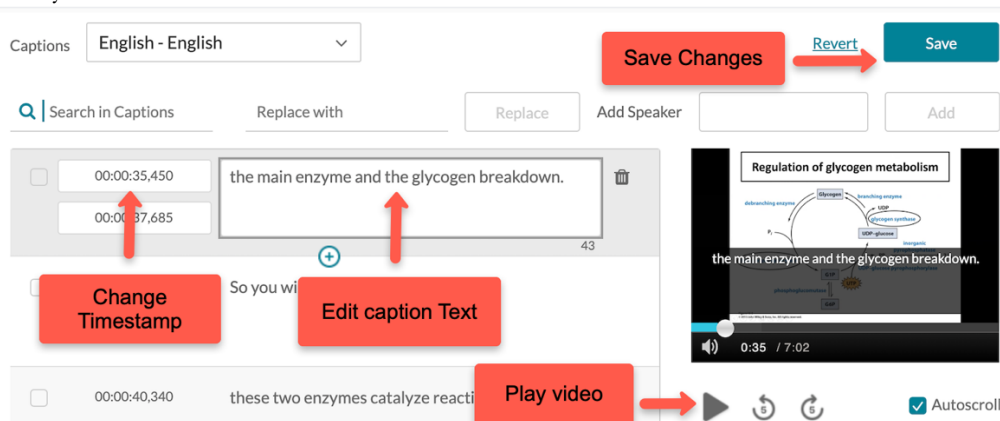


2. Click the **Edit** button.



REQUEST DATE	SERVICE	FEATURE	LANGUAGE	STATUS	
September 14th, 2020	Machine	Captions	English	Completed	Edit Captions

3. On this page you can edit the text and time codes. Use the play button to view the current captions. For more instructions, [watch Kaltura's video tutorial](#) or [read their detailed documentation](#). Be sure to **Save** your edits.



4. Once your edits are saved, click the **Back** button to go back to your video.