
Captioning for Teaching & Learning Video Resources

WHAT ARE CAPTIONS?

Captions are the text that is synchronized with the audio in a video presentation. Captions are important when people need to see what is happening in the video alongside a text-based alternative to the audio information.

WHAT SHOULD YOU INCLUDE IN CAPTIONS?

- ☐ **ALL speech content**
If there is speech that is not relevant, it is usually best to indicate in brackets that it has been excluded from the captions.
Example: [A & B chatted while slides were loading]
- ☐ Descriptions of **relevant non-speech** audio are also usually provided in brackets in your captions.
Example 1: [doorbell rings]
Example 2: [example of music by XXX plays]

Background noise that doesn't have any contextual relevance can be left out of your captions.

WHO NEEDS CAPTIONS?

Captions provide comprehensive access to the audio content in videos for students who:

- Are deaf or hard-of-hearing
- Are in a noisy environment and can't hear the audio
OR
Are in a very quiet public environment and can't play the audio
- Are not a native-English speaker and need written-word format to support comprehension

"As a student, I need captions when I watch videos from my instructor because..."

- "They use a lot of scientific terms and/or proper names that I haven't heard or seen before"
- "The audio in the recording is fuzzy/muffled/poor and it makes some of the material really hard to understand"
- "They have an accent and I don't always understand what they are saying"
- "I have to share my space with other people and I can't always play or hear the audio when I need to watch the content"
- "They speak too quickly for me and I miss important information"
- "I have a hearing disability and captions are the only way I can get the content my instructor is talking about"

HOW DO I PROVIDE CAPTIONS WITH MY VIDEOS?

ALWAYS AVAILABLE: AUTO-CAPTIONING IN KALTURA (MY MEDIA)

When you upload video files to Kaltura (*My Media*), Kaltura's captioning algorithms automatically generate captions for your videos.

However, it's important to know that components like background noise, proper names, specific terms/jargon, and variations in pronunciation can present challenges for these algorithms. Sometimes those challenges result in errors. The auto-captioning in Kaltura is approximately 70% accurate, which is comparable to the auto-captioning in YouTube.

[You will need to edit your auto-captions](#). Because auto-captions may include errors that will negatively affect students' comprehension, you should be prepared to review and edit the auto-captions before you publish your video to students. This is especially important when your video is the primary or sole means by which students get this particular content; they will have no other text-based representations of the concepts or terminology to refer to for comparison.

LIMITED AVAILABILITY: PROFESSIONAL CAPTIONING THROUGH ELEARNING

If you are creating teaching & learning video resources for your course(s), you may be able to access some professional captioning support through eLearning (*if funding permits*). Before you [submit a request ticket for professional captioning support](#), review the following and confirm your video meets these criteria:

1. Video should be a **re-usable and/or shareable learning object**; video is not limited to one single course offering. For example:
 - Demonstrations of course concepts (*how-to, hands-on, practical examples, lab demos, etc.*)
 - Mini-lessons / mini-lectures / presentations
 - Presentations (*e.g. narrated PowerPoint*)
 - Interviews or Guest Speakers
2. Video must be **authored by the instructor**.
3. The **audio quality of the video must be reasonably high**. *I.e.* the spoken word can be understood without having to work too hard to hear it.