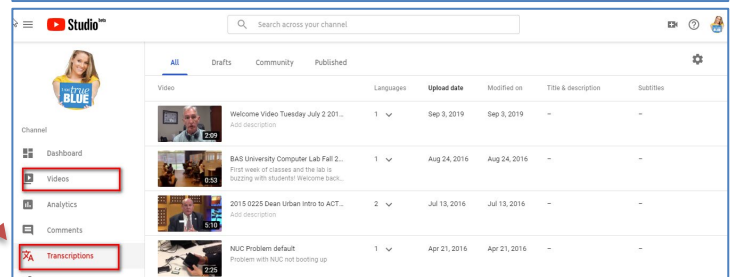
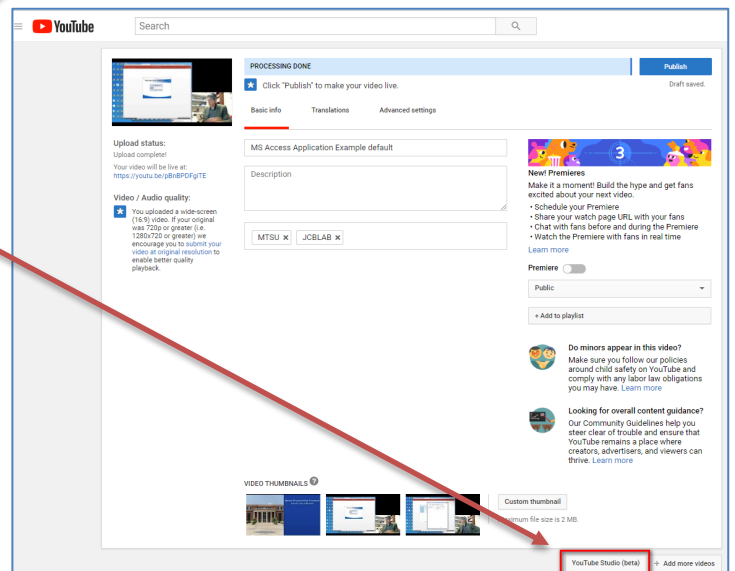
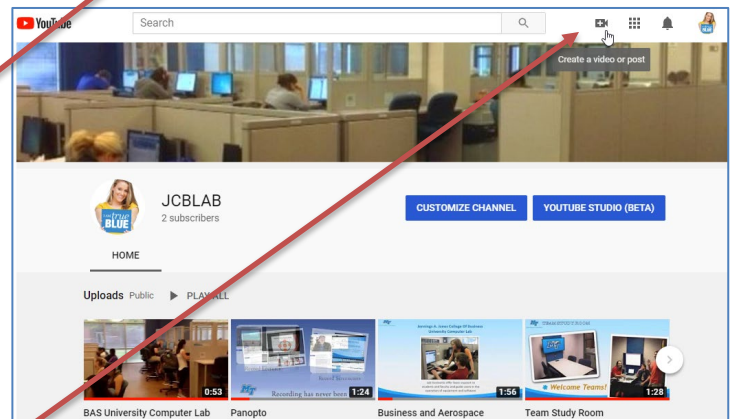
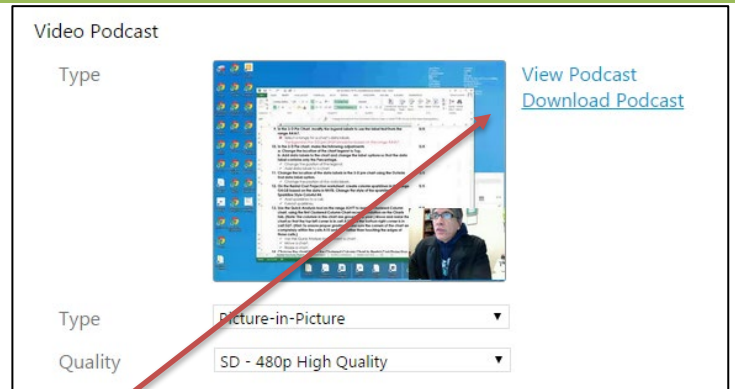


YouTube Captions

Captioning Resources with Youtube.

The easiest method is to use Panopto Edit video option and add the caption text manually. This should work well with short videos. If you have longer videos (up to 15 minutes by default), we recommended using Youtube automatic captioning service to generate a first draft of the captions. Then, you can edit the captions manually and add them to your Panopto video. This is a summary of the steps:

- 1) In Panopto, select the video, click on **Settings**.
- 2) Click on **Outputs**, “**Download Podcast.**” You will download an mp4 version of your video.
- 3) Login to your **Youtube** account. If you do not have one, create a Youtube account, it is free.
- 4) Click on the account icon, select “**Your Channel**”
- 5) Upload the mp4 Panopto video to Youtube. Click on the Upload icon and then select **[Upload video]**
Drag and Drop the video on the screen
The video will start downloading and processing on Youtube.
- 6) When done (wait a few seconds), click on Publish as Unlisted
Then, click on **[YouTube Studio]**,
- 7) Click on **[Videos]**
make sure Visibility is “**Unlisted**”.
Wait if a few minutes for the captions to be created by YouTube
- 8) Click on “**Transcriptions**”.



YouTube Captions

9) Under **Languages** column, click on the arrow
It should say **English (Automatic) and Publish (Automatic)**. It may take a few minutes for this to appear, please wait.

10) Click on **Published Automatic**
The **View published subtitles and CC: English (Automatic)** screen will appear

11) Click on **[Edit]** to edit the automatic captions

12) Click on the first time entry, it should be **0:00.0**.
If it is something else, please change it. Then, click on **[Save Changes]**

13) Click on **[Return to YouTube Studio]**

14) Go back to the same file, this time select the transcription that says **English (video language)** and click on **Published by Creator** under Subtitles (last column)

15) Click on **[Actions]** and select **.srt**

16) The **captions.srt** file will download to your download folder

17) Next, Login to Panopto and import the caption .srt file.
Click on **Settings, Captions, [Choose File]** and **[Upload Captions]**. Close the window.

18) Select the video, click on **Edit**, click on **Captions**.

19) Click on each caption text you want to edit.
Correct any errors.

20) Click on **[Apply]** button on the top right-hand corner of the screen and confirm the changes.

21) Done!

