Create Captions with TechSmith Relay

Overview

This tutorial will explain how to Create Captions with TechSmith Relay. Techsmith Relay provides an automated Closed Captioning service for videos uploaded to the Techsmith Relay Library. After Techsmith Relay generates Captions, you can edit them for accuracy before publication. The service requires the user to Create a TechSmith Relay Account.

Quick Steps

Create > Upload Media > Select Files > TechSmith Relay Library > Select Video > Closed Captions > Generate Captions > Edit Captions > Publish

Step 1

To create Captions with TechSmith Relay, you must first upload your video to the TechSmith Relay Library. Click the Create button in the top, left-hand corner of the library and select the “Upload Media” option.

Step 2

Select the file(s) you want to upload by clicking the Select Files to Upload button, or drag and drop the files into the browser window.
Step 3

After your video uploads, navigate to your TechSmith Relay Library and select it.

Step 4

Select the Closed Captioning icon below the video and click the Generate Captions button.

You will receive an email notification when your Captions are complete.

Step 5

When your Captions finish processing, navigate to your TechSmith Relay Library again and select the video.
Step 6

Select the *Closed Captioning* icon below the video and click the *Edit Captions* button.

Step 7

In the Caption Editor, edit the text in the Caption text box. Click and drag the timeline, or press the *Play* button at the bottom of the page, to move between Caption text boxes.

Step 8

Once you finish proofreading and editing your Captions, publish the Captions by clicking the *Publish* button in the top, right-hand corner of the screen.