

Create Captions with TechSmith

Overview

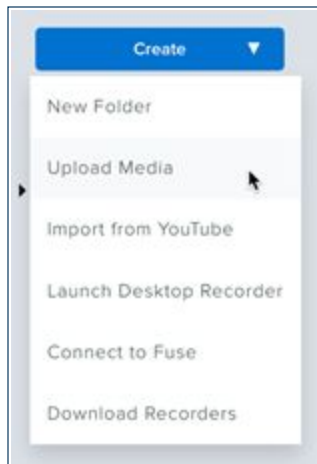
This tutorial will explain how to **Create Captions with TechSmith**. Techsmith provides an automated Closed Captioning service for videos uploaded to the Techsmith Library. After Techsmith generates Captions, you can edit them for accuracy before publication. The service requires the user to [Create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

Quick Steps

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

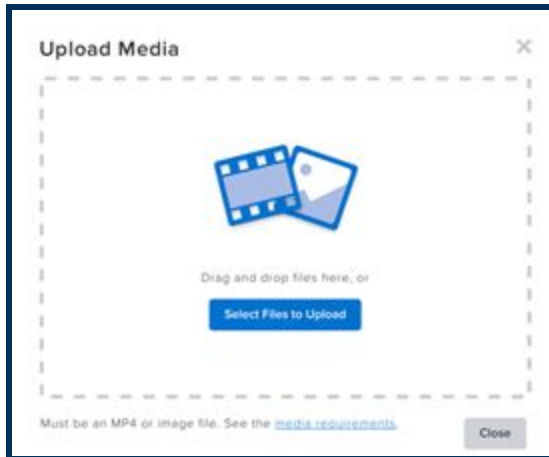
Step 1

To create Captions with TechSmith, you must first upload your video to the TechSmith 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.

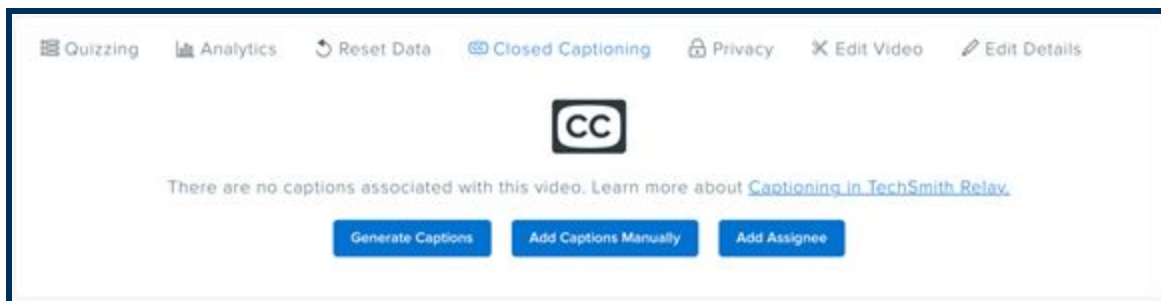


Step 3

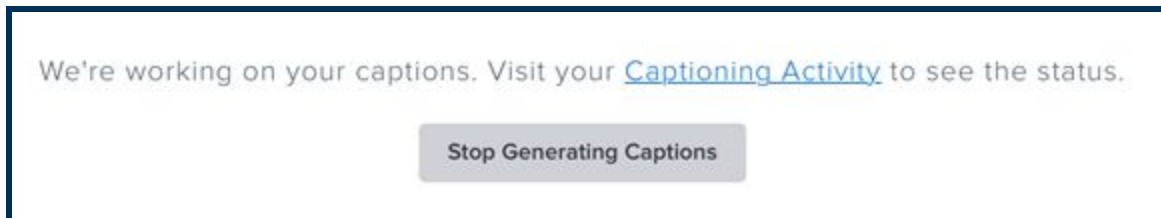
After your video uploads, navigate to your TechSmith Library and select it.

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

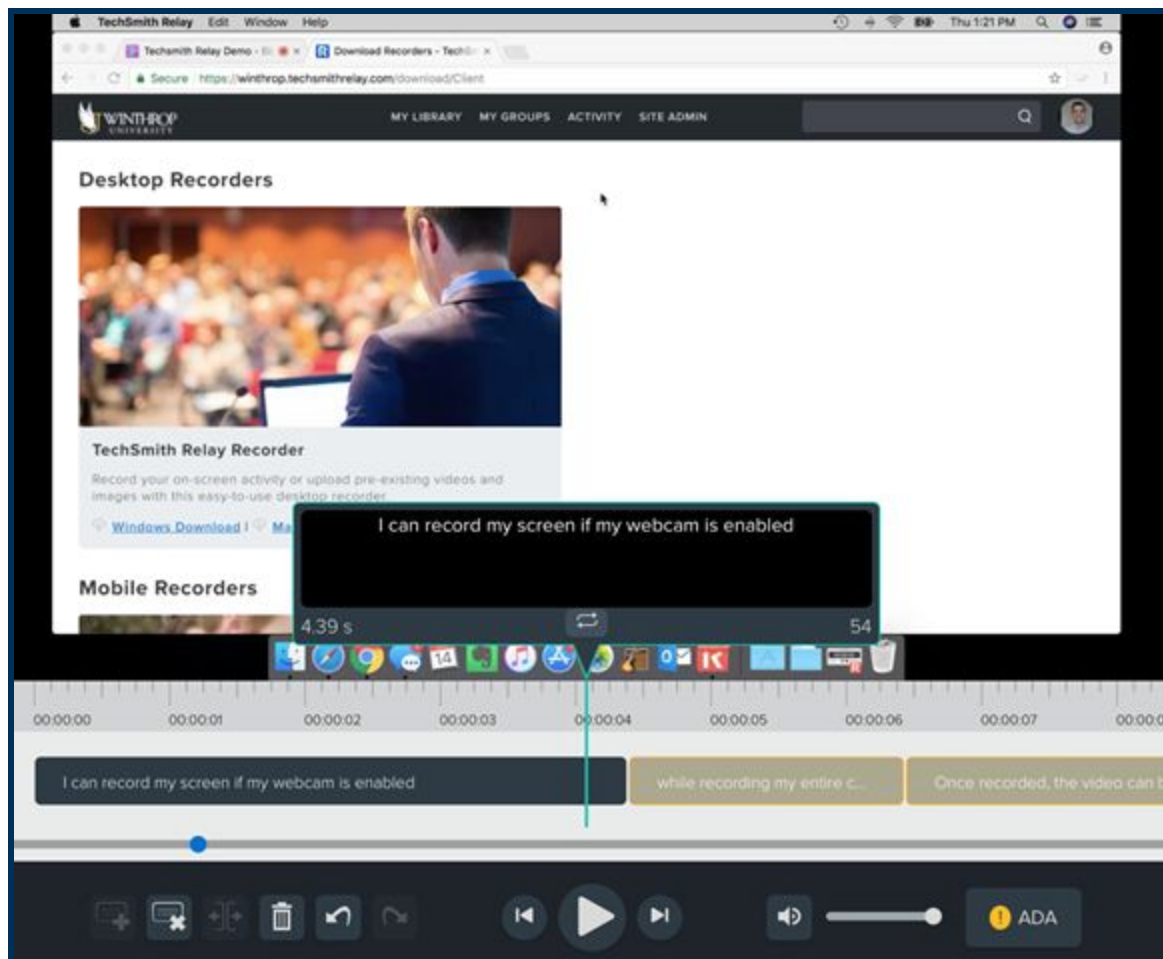
When your Captions finish processing, navigate to your TechSmith Library again and select the video.

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.