

Captions in Panopto

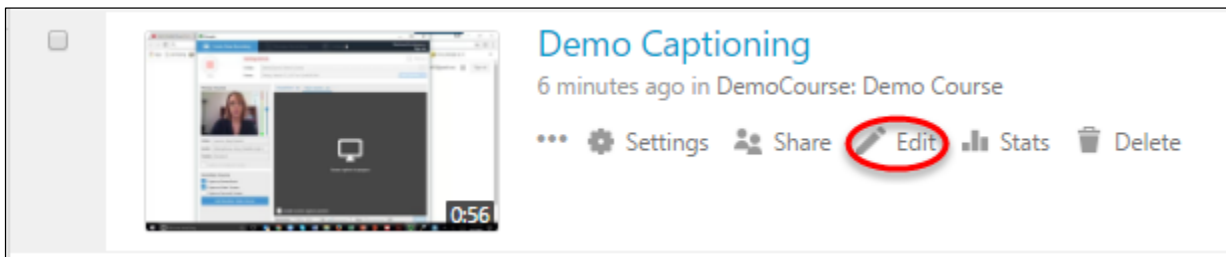
Panopto has added the ability to add captions to your videos in their newest version 5.3. For all videos created using the new version, you import the captions. For videos created using a previous version of Panopto, you will need to reprocess the video. Instructions for both of these appear below.

Note: If you do not have the new version, download it from <https://currycapture.hosted.panopto.com>

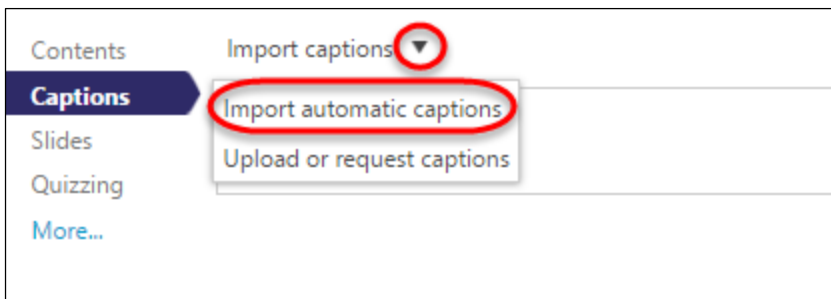
To add captions in version 5.3

Once you finish recording, do the following:

1. Click on **Edit**:



2. Click on **Captions**, click on the down arrow and choose **Import automatic captions**:

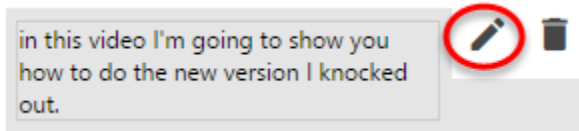


3. The captions appear in the left pane:

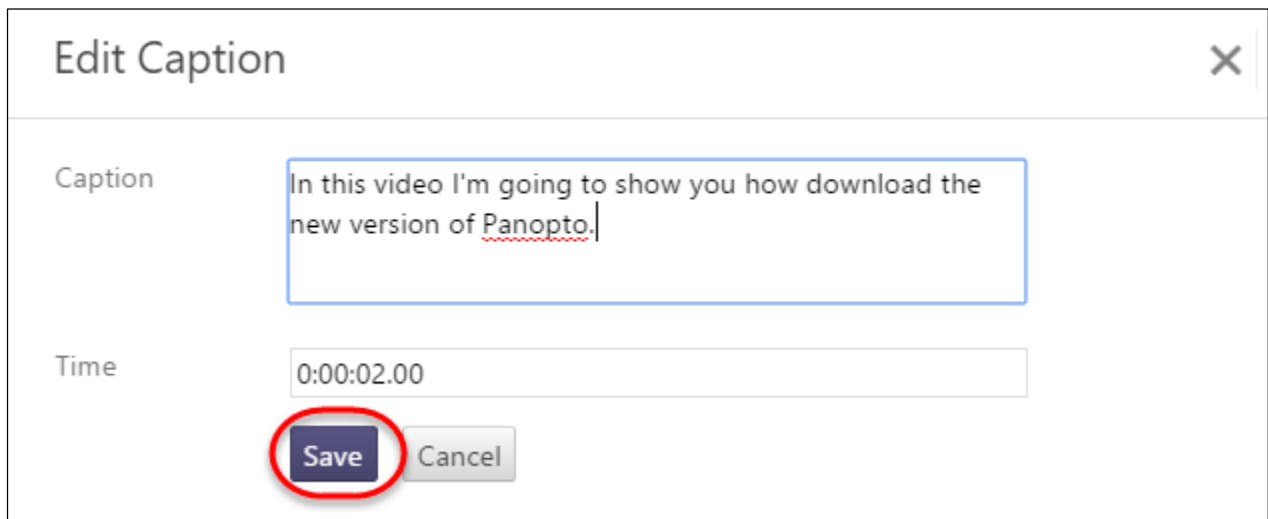
in this video I'm going to show you how to do the new version I knocked out.	0:02
so you would go into a browser and typing recapture	0:07
.com .com. all you sign in using blackboard	0:12
on assignment. it will prompt you for your username and password I've	0:18

Note: There is a fair amount of editing that will need to be done.

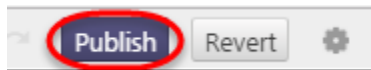
- To Edit the captions, hover your mouse near the timestamp, and you will see a **pencil icon**. Click on that and you can edit the caption:



- Click on **Save** when done editing:



- When done editing, click on **Publish** in the upper right hand corner of the screen:

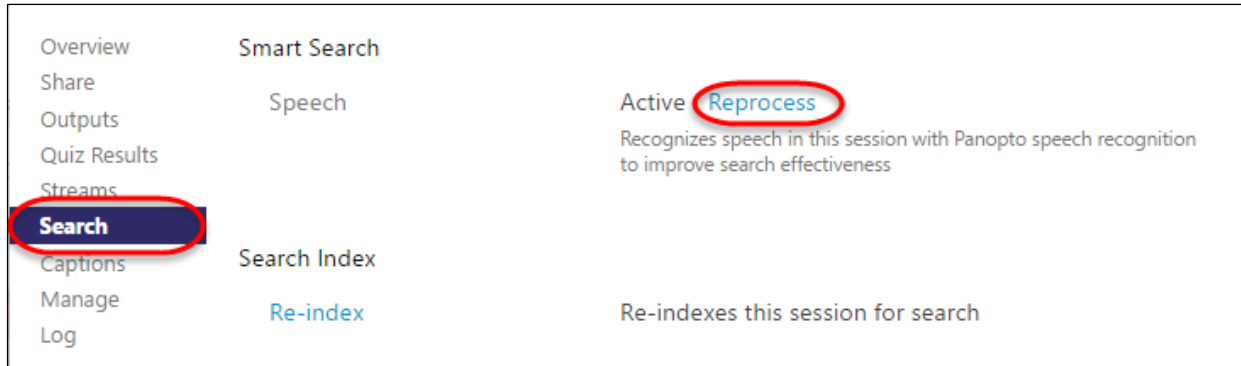


To add captions in a previous version of Panopto

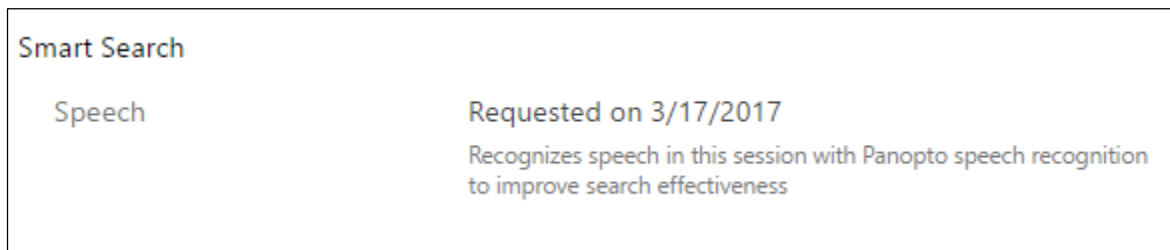
- Go to the video and choose **Settings**:



- Click on **Search** and under Smart Search, choose **Reprocess** (or it could also say **Process** depending on the version):



- You will receive the following message:



When the video is finished reprocessing, you will receive an email and when you play the video, click on Captions on the left of the screen, and you will see the captions. If you would like to edit the captions, go back to the video, click on Edit and follow the instructions above.