Captioning your Videos using Canvas Studio

Why do it?

Short Answer: It's the law.

Not-so-short Answer: It's the law to provide equal access to all students, regardless of disability. In a nutshell, from Educause:

An accommodation is...

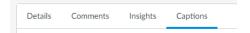
- provided based on specific needs of a student with a documented disability
- determined by an accommodations officer on a case-by-case basis

Accessibility is...

- the responsibility of all who create or publish digital content
- provided for all students, with no expectation of an explanation of need



Once you have either created your video in Canvas Studio or uploaded it to Studio, you want to click on the video thumbnail.



After clicking the thumbnail, your screen will change. The top half will show your and the lower half will have a series of tabs for video (the screenshot to the left). Click on Captions.

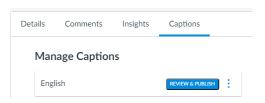


Click on the dropdown box and select English. Then click on the blue Request button.

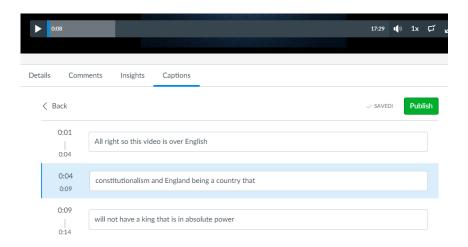
You will get an email from Studio when your captions are ready for you to review.

Captioning your Videos

using Canvas Studio



Return to your video, clicking on it to get back to the screen where the video is on the top half. Click on Captions again and this time you'll see a blue Review and Publish. Click that button and the lower half of your screen will look like the screenshot below.



When you are ready, click the play button on your video. As the words are spoken, the captioning line will light up in pale blue.

When you see a word that doesn't match the spoken term, simply place your cursor in the pale blue area and begin typing. Once you type a letter, the video will stop until you press play again. Also, add punctuation to the captions if it is missing.

If you need to re-listen to a previous part, simply grab the bright blue marker in the play bar and drag it back a bit. The highlighted captions will follow.

Once you have reviewed and edited your captions, click the green Publish button.

After the Publish button has been clicked, your captions in Canvas Studio are available for students.

