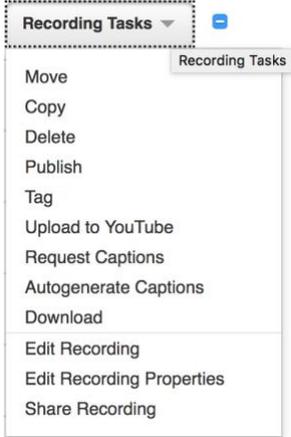# Captioning Tegrity Recordings

Tegrity offers several options for captioning recordings. Users can have captions auto-generated, they can request to have their recordings professionally captioned by a 3rd party captioning service, or they can upload a preexisting caption file. Captions can be edited directly from Tegrity's online editor.

Add Auto-Generated Captions

To add automatically generated captions to a recording, select **Autogenerate Captions** from the Recording Tasks dropdown menu. *Please note that the accuracy of auto-generated captions is highly dependent on recording quality and speaker clarity. Auto-generated captions will usually need to be edited for ADA compliance.*

Request Professional Captioning

Instructors can request that their recordings be professionally captioned by selecting **Request Captions** from the Recording Tasks menu. Professionally created captions typically approach 100% accuracy. When requesting this service, instructors will be contacted by a representative from the FRC to ensure that the recording for which the request was made is eligible for this service.

Add Closed Captioning

Existing captioning files can be uploaded for inclusion in any Tegrity recording. From within the Tegrity editor, select **Add Closed Captioning** to upload a captioning file. The currently compatible closed captioning file formats are SRT, SBV, DFXP, and QT.

Remove Closed Captioning

The **Remove Closed Captioning** option will allow you to remove previously uploaded captions from your recording.

Download Closed Captioning

The **Download Closed Captioning** option will allow you download the closed captioning file for offline editing.

Edit Closed Captions

The closed captions editor allows users to add and/or edit closed captioning for any Tegrity recording. To manually add captioning to a recording, select **Edit Closed Captions**. Allow the recording to play to the point where captioning is to be added, then pause the video. Type your captions into the space provided. The start time will automatically be filled with a time stamp that corresponds with the recording's playhead location.   Once you have typed your captions, allow the recording to play to the point where your caption should end and then pause the recording. Click **Add** to automatically create the end time for your caption and add it to your recording.

To edit existing captions, click on the caption inside the caption editor. This will allow you to edit the caption. Once you have finished editing, click **Save**.

When you have finished adding and/or editing your captions, click **Apply**.

For more information, contact the Faculty Resource Center at 205.348.3532
or frc@ua.edu or visit our website at http://frc.ua.edu.
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