Echo360 is collaborating with Amazon to deliver native close captioning. This feature should be available in the next few months.

Until that time, here are instructions to use YouTube and Echo360 to generate automatic captions for your videos. We will go over the general steps, and then move on to more detailed instructions with screenshots.

Captioning Overview

- 1) Record your video.
 - Leave a little room at the top and bottom for the subtitles (YouTube puts the captions on the bottom; Echo360 puts the captions at the top).
 - It is important to annunciate, speaking clearly and slowly. This may feel unnatural at first, but is crucial for an accurate closed caption.
 - Film horizontally, 16x9 (widescreen).
 - Create a test video and review it to make sure lighting and audio are satisfactory before you invest a lot of time recording.
 - Consider contacting CTE for lecture capturing advice or equipment loans (453-2258).
- 2) You may want to cut your movies down into topics to help your students manage the information you are presenting. Be aware that YouTube can have trouble auto-captioning long videos. Echo360 has tools to edit your video if you need to cut it into shorter segments.
- 3) Upload your movies to YouTube. This may involve downloading your movies from Echo360. If you do not have a YouTube account, you will have to create one.
- 4) Wait a long time. YouTube captions your video automatically, but this can take a while. I recommend uploading your movies at the end of the workday and checking on them the following morning.
- 5) Review and edit your captions using YouTube's Creator Studio "Video Manager" and the "Edit" dropdown menu. This will take you to the "Manage Subtitles and Closed Captions" section. Click the button under "Published". This will take you to "View published subtitles and CC" page. You can edit the caption text below the movie, just click in the box.
- 6) Download your captions from YouTube. This requires being in the "View published subtitles and CC" page, where you can use the "Actions" dropdown to download a .vtt or .srt file.
- 7) Upload the captions to your original Echo360 movie in the Echo360 library. When you view your video from the Echo360 library, in the right panel you will see "Captions", and next to that "Add", in blue, with a dropdown arrow next to it. Click on the dropdown menu, click "Upload", and navigate to the .vtt or .srt file you downloaded from YouTube.
- 8) If you need to embed your Echo360 video into an online resource, click the "Sharing" button to navigate to the "Sharing" panel. Under "Public links", click the "ADD LINK" button. The "Public links" details appear. Click the "Embed" button on the right, and copy the code out of the pop-up dialogue that appears.

Keep in mind that the automatic captions YouTube provides are a free service from Google, and terms and conditions may change. These instructions were current as of 05/01/2018. Created by SIUC CTE.

Detailed instructions (with screenshots)

- 1) Create your video. Slow down and speak clearly! Leave room at the top and the bottom for the captions.
- 2) After creating your video, you can use Echo360 if you need to edit it.

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Echo360's editing tools are simple, allowing you to make cuts and delete the portions of your videos you do not want.

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3) Download your movie from Echo360 and bring it into YouTube.

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Upload the movie to your YouTube account.



- 4) Wait a long time. YouTube will caption your movie automatically. If your video doesn't generate automatic captions, it could be due to one or more of the following reasons:
 - The captions are not available yet due to processing complex audio in the video.
 - The video is too long.
 - The video has poor sound quality or contains speech that YouTube doesn't recognize.
 - There is a long period of silence at the beginning of the video.
 - There are multiple speakers whose speech overlaps.
 - The language in the video is not yet supported by automatic captions.

5) Review and edit your captions using YouTube's Creator Studio "Video Manager" and the "Edit" dropdown menu.





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You are in the "Manage Subtitles and Closed Captions" section. Click the button under "Published". This will take you to the "View published subtitles and CC" section. That section is where you can edit your captions.



You are in the "View published subtitles and CC" section. You can edit the caption text below the movie, just click in the box. Use the timeline play bar to find your text, and you can adjust the size of your text boxes.

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6) Download your captions from YouTube. This requires being in the "View published subtitles and CC" page, where you can use the "Actions" dropdown to download a .vtt or .srt file.

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7) Upload the captions to your original Echo360 movie in your Echo360 library. When you view your video from the Echo360 library, in the right panel you will see "Captions", and next to that "Add" in blue with a dropdown arrow next to it. Click on the dropdown menu, click "Upload" and navigate to your .vtt or .srt file you downloaded from YouTube.

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A "cc" button in the lower right-hand corner indicates that you have closed captions with your movies. Click this button to turn closed captions on and off.





8) If you need to embed your Echo360 video into an online resource, click the "Sharing" button to navigate to the "Sharing" panel of your open movie.



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