How do I edit captions in a Kaltura video?

Tell Me

This details the steps on how to edit captions. More information can be found on the Kaltura Knowledge Editing Captions site.

1. Access your course in Canvas
2. Click the My Media link. The My Media page is displayed
3. For the video you want to edit, either click the preview image or the video link

4. Select Actions located under the video

5. Select Edit from the drop down menu

6. Select Captions

7. Edit the automatic machine captions by clicking the Edit Captions button
   a. Kaltura will allow you to edit the spelling, grammar, as well as the timing of the display
b. Click the pencil icon so as to edit the captions Label and Language designation

8. In the Closed Captions Editor, hover over and click each text box to make your edits

9. As you make corrections in the Closed Captions Editor, you will be able to:

   a. Edit each text box (1) by scrolling down the editor by timing and text
   b. Play the video (2) to follow the text associated with the timing
   c. Save changes (3) made to the text periodically so as not to lose your changes

10. Once you have completed saving the captions changes, the video will automatically be updated

11. Updates to the video captions/transcription takes place in My Media and in the embedded video in Canvas Pages
Related FAQs

- How do students upload their completed video to a Discussion in Canvas?
- Where do I begin with the Tuition Waiver process?
- Why am I getting an error message about cookies when trying to review a Kaltura video in Canvas?
- How can I tell who has viewed the video I added to my Canvas course?
- How do I troubleshoot Kaltura Capture when it does not start recording?