

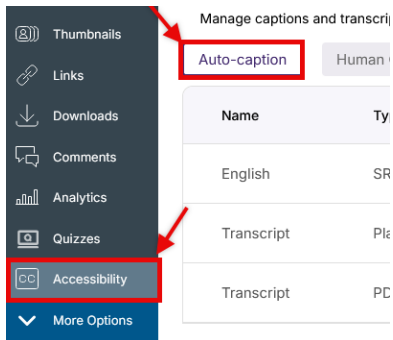
## Adding Auto-Captions to Media

You can use Lumina to create auto-captions of your media.

1. Log in to Yuja.  
<https://lonestar.yuja.com>
2. Left- click **Manage Media**
3. Navigate to the media you want, and hover over it.
4. Select **More....**



5. Select the **Accessibility** tab.
6. Left-click **Auto-Caption**.

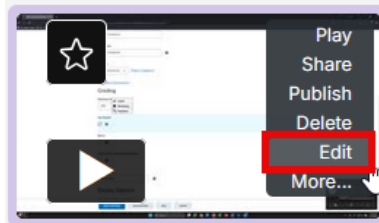


7. In the **Caption language** drop-down menu, select the language you want.
8. Left-click **Send Caption Request**. Once it is processed, the captions will be available.

## Editing Captions in the Video Editor

The Video Editor offers caption editing tools that can be used to enhance the accuracy of the Video Platform's Auto-captioning or correct captions when media content is trimmed or altered.

1. Navigate to the media you want, and hover over it.
2. Select **Edit** to open the Video Editor.



3. In the side panel, click **Caption** to pull up all the closed captions.
4. Edit the caption based on your needs. The available actions include:
  - **Update the closed-captions timestamps:** Enter the new start and end times for each caption.
  - **Edit the closed-caption texts:** Change the caption text in the caption text box.
  - **Delete a closed-caption line:** Click the **Options menu** next to the designated caption and select **Delete**.
  - **Add a new closed-caption line:** Click **Add Caption at mm:ss (i.e. 00:01)** and add a new caption.

## Editing Captions During Video Editing

While editing a media file, it can cause the closed-caption timestamps to become invalid. In these cases, the Video Editor will notify you which part of the closed captions would be affected.

1. Navigate to the media you want, and hover over it.
2. Select **Edit**.
3. Cut or split a part of the media file.
4. In the side panel, click **Caption** to pull up all the closed captions.
5. The Video Editor will display three different statuses to inform users which closed-caption lines are affected. Adjust the caption based on the caption status, including:
  - **Blue - Valid:** These closed-caption lines are not affected by the trim.
  - **Red - Pending Removal:** These closed-caption lines will be removed by the trim.
  - **Yellow - Invalid Timestamp:** These closed-caption lines are out of sync because of the trim.
6. At the top select **Save**.

## LSC Resources

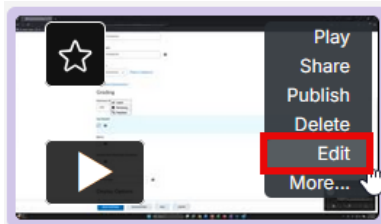
<https://vtac.lonestar.edu/help/accessibility-getting-started>



## Find and Replace Captions

The Find and Replace feature allows you to search for words within the caption transcript and replace them.

1. Navigate to the media you want, and hover over it.
2. Select **Edit**.



3. In the side panel, click **Captions** to pull up all the closed captions.
4. Select the **Language**.
5. Enter the word or phrase you want to find in the caption transcript in the **Find** search box.
6. Enter the word or phrase you want to replace in the caption transcript in the **Replace** search box.
7. Click the **Replace** icon if you want to replace a single word or phrase, or click the **Replace All** icon if you want to replace all instances of the searched word or phrase with the new phrase.
8. At the top select **Save**.

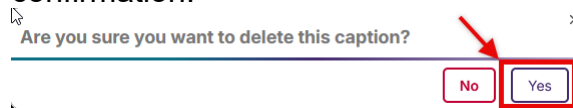
## Deleting Captions as a Content Owner

Auto-Captions create a word-by-word searchable transcript of your media. The Video Platform offers excellent quality auto-captioning. Depending on your Organization's settings, most users will automatically receive captions on uploaded and recorded media. The YuJa Platform also allows content creators to remove captions.

1. Navigate to the media you want, and hover over it.
2. Select **More....**



3. Select the **Accessibility** tab.  
The accessibility chart will show the captions attached to the video.
4. Select the Options menu and select **Delete** under the **Actions** tab to delete your captions.
5. Select **Yes** on the pop-up confirmation.



6. Select **Save** to save your changes.

## Adding an Audio Description

**Audio Descriptions** are narrations designed to support users who are blind or visually impaired. They provide a description of visual content on-screen and are a secondary audio track. An **Audio Description** may be uploaded and added via the **Media Details** dialog.

1. Left- click **Manage Media**.
2. Navigate to the media you want, and hover over it.
3. Select **More....**
4. Select **Accessibility** from the left-hand **Media Details** dialog.
5. Select **Audio Description**.
6. Select **Upload** and select the correct stream. Upload an MP3 file containing your **Audio Description**
7. Select Import then click **Save**.

## LSC Resources

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