

Youtube Closed Captions

Adding Closed Captions to unpublished Youtube Video

1. Click username bubble at top right
2. Click "My Channel" in the dropdown
3. Click "Customize Channel" at the top
4. Click "Video Manager" at the top
5. Click title link to the video you'd like to select
6. Click "Transcriptions" on the left
7. If a language is not selected, add a language
8. Click "Add" under subtitles section if you'd like to start from scratch
9. Or click on "Published" under subtitles if you'd like to edit pre-made subtitles
 - a. You may also click "Actions" to download pre-made transcriptions

Adding Closed Captions to published Youtube Video

1. View the video on Youtube
2. Click "Edit Video"
3. Click "Transcriptions" on the left
4. If a language is not selected, add a language
5. Click "Add" under subtitles section if you'd like to start from scratch
6. Or click on "Published" under subtitles if you'd like to edit pre-made subtitles
 - a. You may also click "Actions" to download pre-made transcriptions

Viewing Closed Captions in Youtube Video

1. View the video on Youtube
2. Click the 3 dots under the video (next to "Save")
3. Select "Open Transcript"