

## Upload and manage captions in KMC

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 This article is designated for administrators.

### About

You can upload multiple subtitle and caption files and transcripts, or link to an external captions file in KMC. Viewers can easily switch between languages.

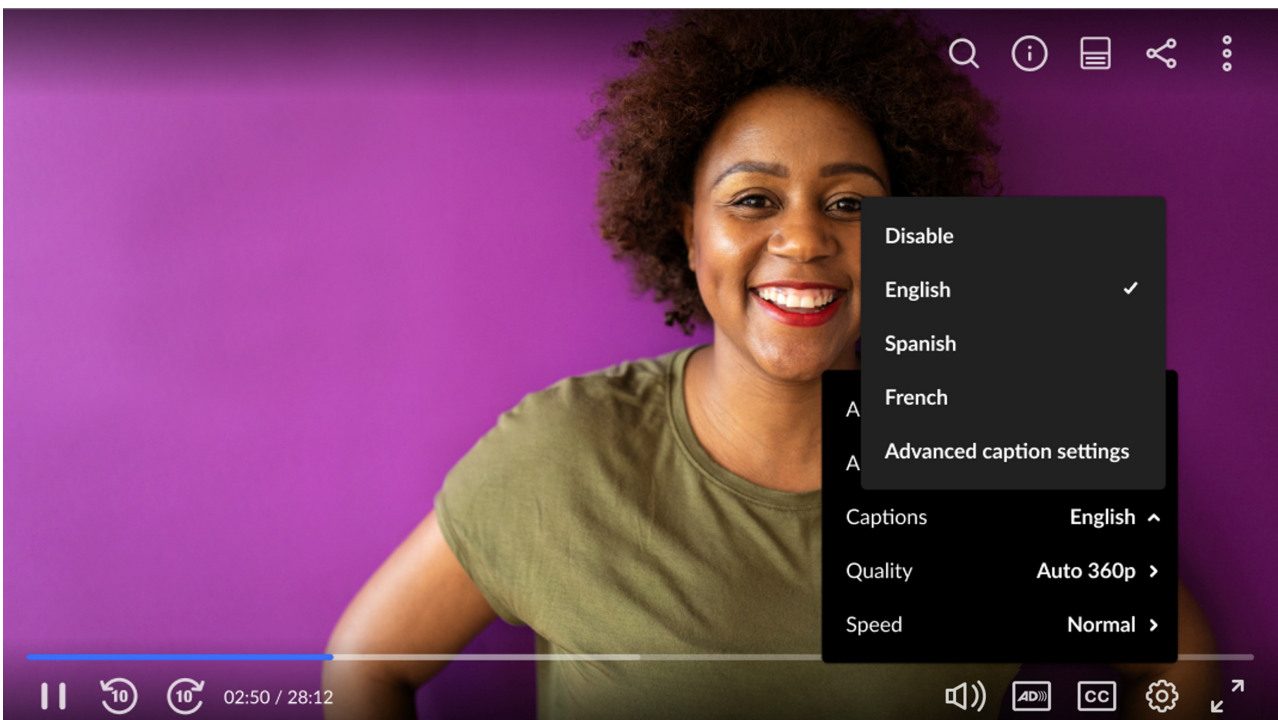
Our captions are fully searchable and compliant with 508 regulations, making them accessible via screen readers. Our 'In Video Search' API helps locate specific phrases within videos.



You can automate caption creation with Kaltura REACH. Learn more in our article [Introduction to Reach](#).



You can resubmit REACH orders in certain cases, such as for updated media content or new profile settings. For details on how and when to use the resubmissions feature, see our article [Resubmissions for REACH services](#).



## Captions and subtitles explained

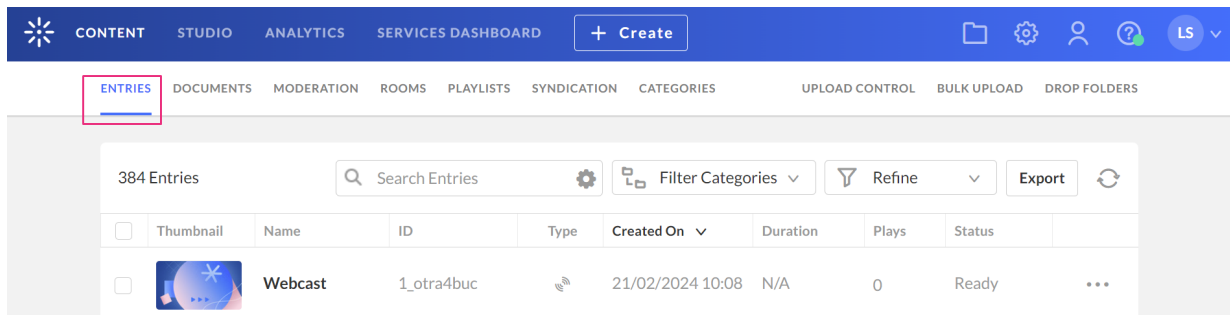
- Caption files contain both text and information about when each line of text should be displayed.
- Captions are synonymous with subtitles and usually appear at the bottom of the screen.
- SRT, DXFP and VTT (WebVTT) are caption file formats.
- If the caption includes non-dialog text, the file is considered a closed caption.
- Transcriptions contain the text of the video without time stamps.
- Captions can either be a form of written translation of a dialog in a foreign language or a written rendering of the dialog in the same language. Captions aid foreign language understanding and assist viewers with hearing impairments or accent recognition issues.

## Add captions file to an entry

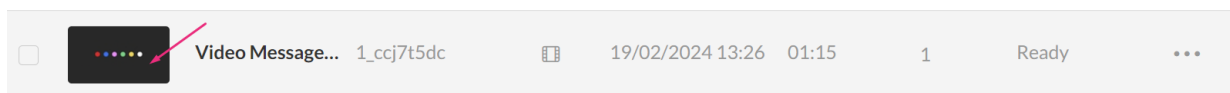
You can add multiple caption files to each entry, for example, you can create subtitles in various languages and label each one accordingly.

1. Log into your KMC account.

The Content menu displays by default.



2. Click on the desired entry.

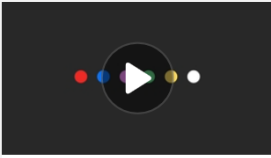


The edit details displays.

3. Click the **Captions** tab.

← Video Message from Kaltura View Analytics

ID: 1\_ccj7t5dc | Creation Date: 19/02/2024 | Last Update: 19/02/2024 | Owner: knowledge@kaltura.com | Duration: 01:15 | Moderation: Auto Approved | Plays: 1



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- Captions
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### Metadata

Name: Video Message from Kaltura

Description: Kaltura brand up NEW!

Tags:

Categories:  [Browse Categories](#)

Reference ID:

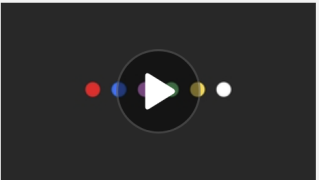
### Auto-tagging

auto-tags

#### 4. Click **+Add Caption.**

← Video Message from Kaltura View Analytics Save ← →

ID: 1\_ccj7t5dc | Creation Date: 19/02/2024 | Last Update: 19/02/2024 | Owner: knowledge@kaltura.com | Duration: 01:15



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### Captions

+ Add Caption Captions & Enrich

Label	File Type	Language	Accuracy	Status	Display on...	Default

The **Add Caption** box displays.

### Add Caption

Label:

Language:  ▾

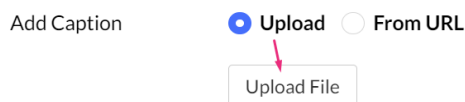
File Type:  ▾

Accuracy:  100% Accurate

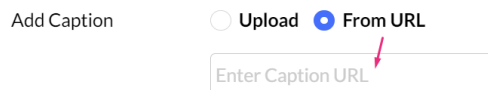
Add Caption:  Upload  From URL

## 5. Complete the following:

- **Label** - Enter a Label that will appear in the player’s captions drop-down menu (for example, *Japanese*). If configured on your account you can also add a suffix to the label for easier identification. See [Reach Profiles and Services](#) for more information.
- **Language** - Select the Language.
- **File type** - Select the File Type. Choose from the drop-down menu SRT, DFXP or VTT or SCC.
- **Accuracy** - the default value is 100%. If the entry has multiple captions for the same language, the captions that will display on the player will be the captions with the highest accuracy.
- **Add caption** - Choose **Upload** or **From URL**:
  - **Upload File** - Upload an SRT, DXFP, VTT or SCC file from your computer.



- **From URL** - Paste an external URL in the Enter Caption URL location.



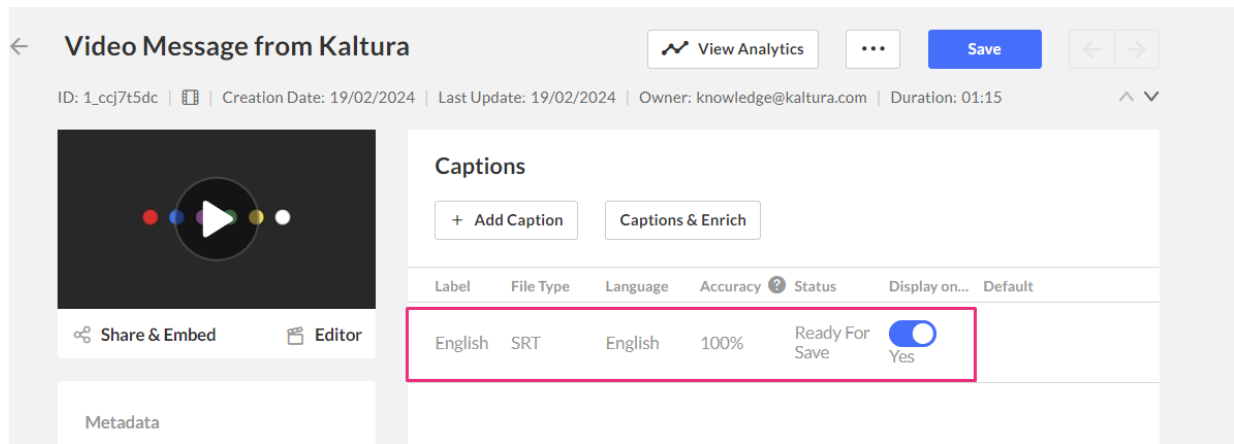
## 6. Click **Add Caption**.

### Add Caption

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Label	<input type="text" value="English"/>
Language	<input type="text" value="English"/> ▼
File Type	<input type="text" value="SRT"/> ▼
Accuracy	<input type="range" value="100%"/> 100% Accurate
Add Caption	<input checked="" type="radio"/> Upload <input type="radio"/> From URL
	<input type="button" value="Upload File"/> 1_b2myjj0p.srt

The caption file(s) display in the Captions window.



7. To add additional captions files repeat steps 4 to 8.

### Set as default

To make captions the default display, simply click **Set as Default**. Once enabled, this captions file will automatically appear whenever you play the video

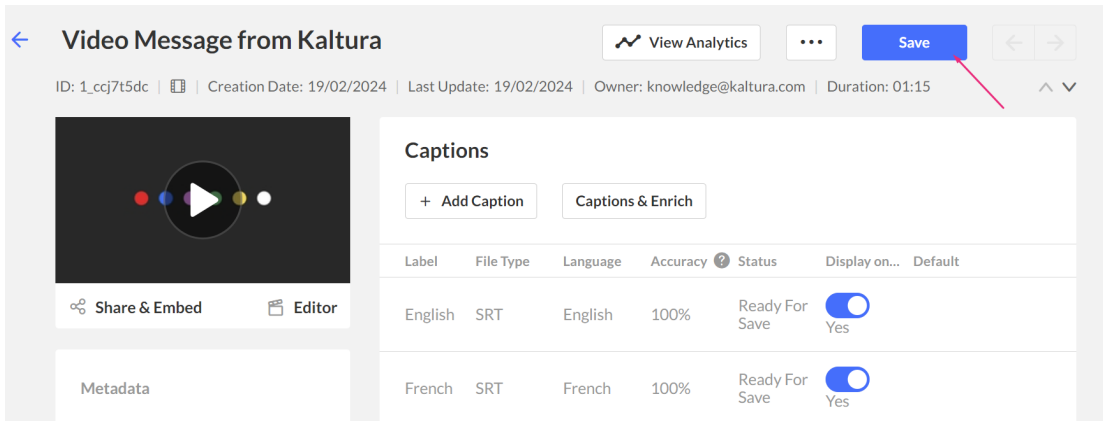
English	SRT	English	100%	Saved	<input checked="" type="checkbox"/> Yes	<a href="#">Set as default</a>	...
French	SRT	French	100%	Saved	<input checked="" type="checkbox"/> Yes	<a href="#">Set as default</a>	...

### Display on player

To show captions on the player, toggle the switch under **Display on Player**. Once activated, the captions file will be accessible through the CC button on the player.

Label	File Type	Language	Accuracy	Status	Display on Player	Default	
English	SRT	English	100%	Saved	<input checked="" type="checkbox"/> Yes	<a href="#">Set as default</a>	...

Click **Save**.

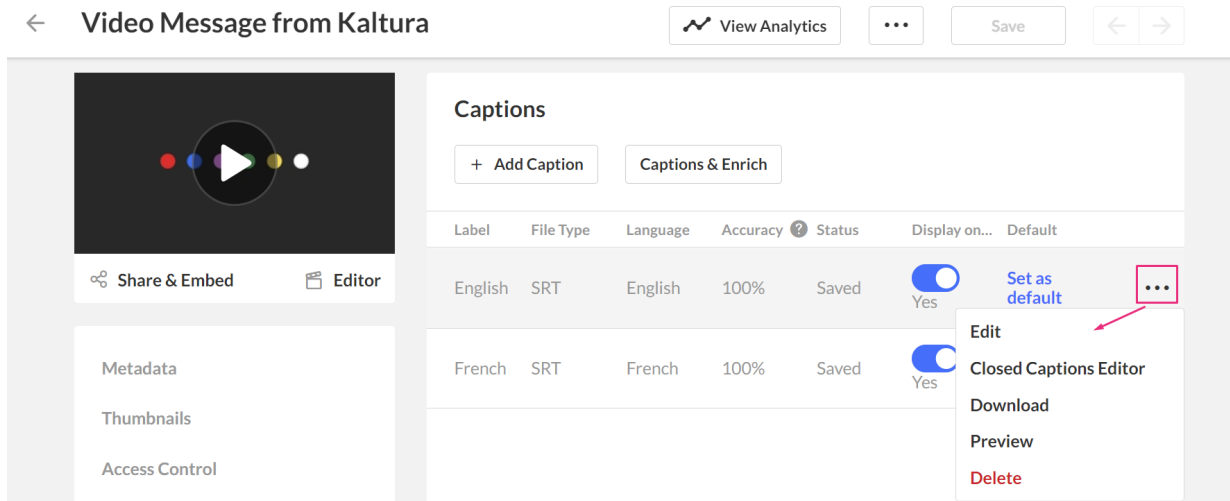


## Editing actions

After you upload a captions file you can perform various actions from the **three dots menu**.

### Edit label or language

1. Click the **three dots menu** at the far right of the desired entry, and select **Edit**.



2. Edit the file label or language and click **Done**.

### Edit Caption

Label

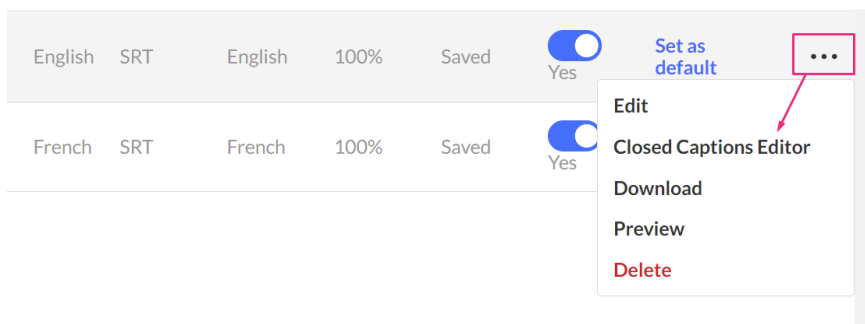
Language

Accuracy  100% Accurate

[Done](#)

### Edit captions

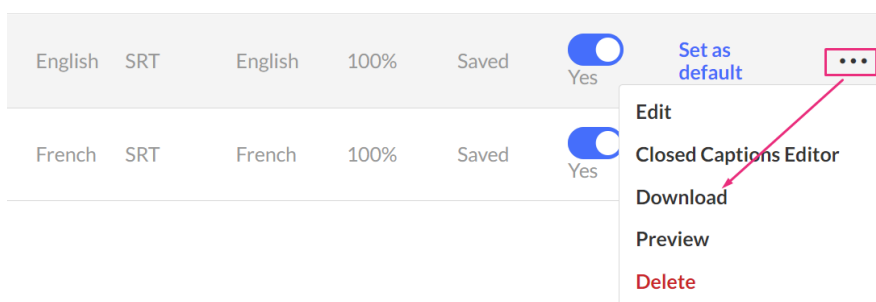
1. Click the **three dots menu** at the far right of the desired entry, and select **Closed Captions Editor**.



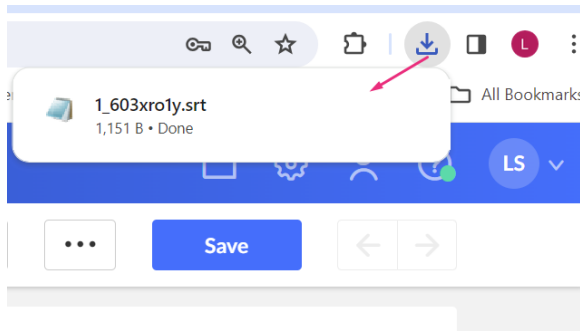
The Closed Captions Editor displays. See [Editing Captions - REACH v2](#) for more information.

### Download and edit captions file

1. Click the **three dots menu** at the far right of the desired entry, and select **Download**.



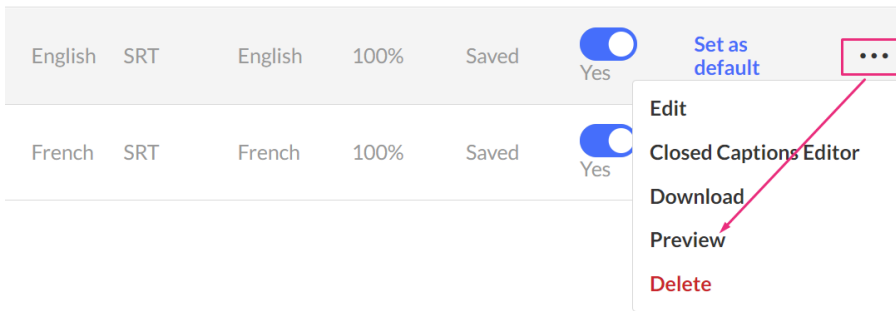
The file downloads.



2. Edit the file.
3. Upload the file again as described in [Adding Captions to an entry](#).

### Preview file

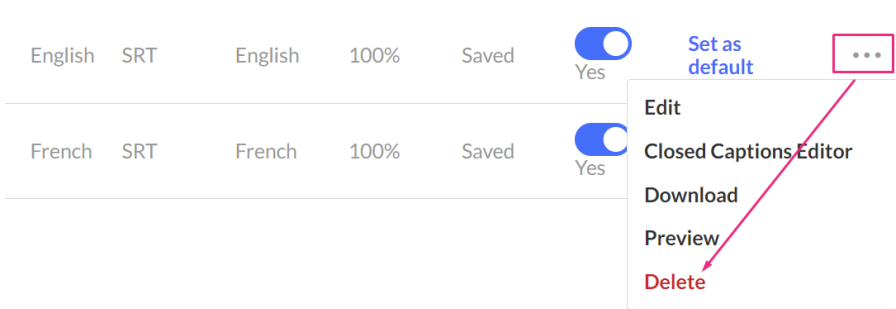
Click the **three dots menu** at the far right of the desired entry, and select **Preview**.



The caption file displays.

### Delete captions

Click the **three dots menu** at the far right of the desired entry, and select **Delete**.



The captions file is deleted.

### Set up captions for display

You will need to enable captions in your player or choose a player with captions already enabled. Then you can easily toggle captions on or off for each video. Visit our article





Settings tab for instructions.

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