

Order alignment in Rich Media CMS

Last Modified on 05/06/2026 8:40 pm IDT

 This article is designated for administrators.

About

The **alignment** service (ordering captions based on a transcript file) synchronizes a provided transcript (.txt) with the audio or video content. This is useful for scripted videos, such as training content, where the speaker reads from prepared text.

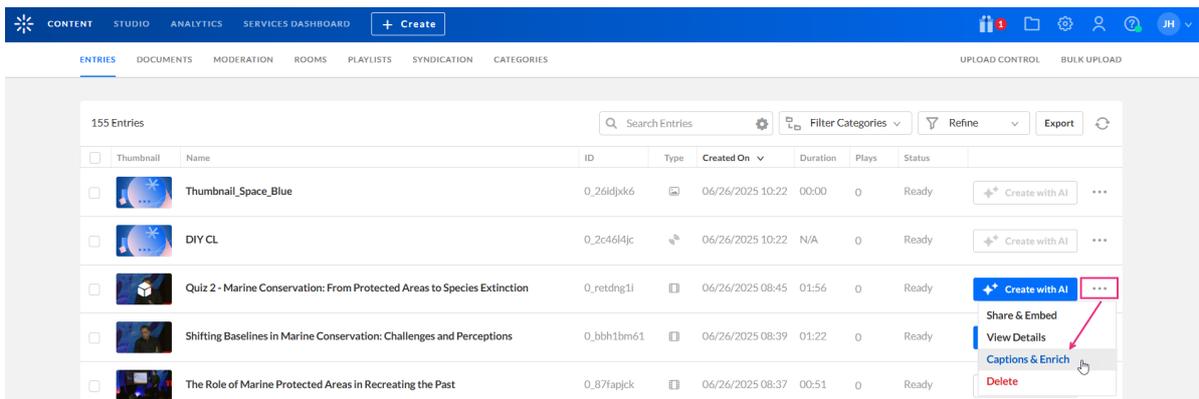
Upload a transcript as a .txt file, and the system matches the text to the timing of the spoken words in the video. When the speaker closely follows the script, the result is highly accurate captions.



For a list of common terms related to creating caption and enrichment requests in Kaltura, see our article [REACH terminology](#).

Access the captions & enrich page

1. Log into your [Rich Media CMS](#).
The **Entries** page displays.
2. Locate the desired media and click the **three dots menu** to the right, then select **Captions & Enrich**.



Thumbnail	Name	ID	Type	Created On	Duration	Plays	Status	Actions
	Thumbnail_Space_Blue	0_26ldjxk6		06/26/2025 10:22	00:00	0	Ready	+ Create with AI ...
	DIY CL	0_2c46l4jc		06/26/2025 10:22	N/A	0	Ready	+ Create with AI ...
	Quiz 2 - Marine Conservation: From Protected Areas to Species Extinction	0_retdng1l		06/26/2025 08:45	01:56	0	Ready	+ Create with AI ... Share & Embed View Details Captions & Enrich Delete
	Shifting Baselines in Marine Conservation: Challenges and Perceptions	0_bbh1bm61		06/26/2025 08:39	01:22	0	Ready	
	The Role of Marine Protected Areas in Recreating the Past	0_87fajpkc		06/26/2025 08:37	00:51	0	Ready	

The **Captions & Enrich** page displays.

Existing Requests

No requests were found

Order Captions & Enrichment Services

Service: Source Media Language:

Feature: Turnaround Time:

Order alignment

1. Complete the fields as follows:

- o **Service** - Select **Machine**.
- o **Source Media Language** - Select the language from the drop-down menu.
- o **Feature** - Select **Alignment**.

Order Captions & Enrichment Services

Service: Source Media Language:

Feature:

Choose txt file*

File Name	Title	Uploaded At
<input checked="" type="radio"/> 477769852 - 1_5nwhkezi - PID 4834032.txt		Nov 7, 2024

A list of `.txt` files displays. The first file is automatically chosen. If there are no `.txt` files, a message displays: *No files were found*.

Order Captions & Enrichment Services

Service: Source Media Language:

Feature:

Choose txt file*

File Name	Title	Uploaded At
477769852 - 1_5nwhkezi - PID 4834032.txt		Nov 7, 2024

2. Click **Upload txt** to upload a new file.

Service: Source Media Language:

Feature:

Choose txt file*

File Name	Title	Uploaded At
477769852 - 1_5nwhkezi - PID 4834032.txt		Nov 7, 2024

The 'Upload Attachment' window displays.

Upload Attachment

Title:
Provide end-users with a more descriptive title for this file (optional)

Description:
Provide end-users with a brief description of this files content (optional)

3. Complete the **Title** and **Description** fields.

4. Click **+Select File**.

5. Select a file from your computer.

The upload process begins.

Once your request is generated, a success message displays: *Upload complete!*

Upload Attachment

344605872 - 1_wmyp9t41 - PID 976461.txt

47.0 KB / 47.0 KB

×
Upload Complete!

Title:
Provide end-users with a more descriptive title for this file (optional)

Spanish

Description:
Provide end-users with a brief description of this files content (optional)

Cancel
Save

6. Click **Save**.
The main screen displays.
7. Click **Submit**.

Order Captions & Enrichment Services

Service:

Machine

Source Media Language:

English

Feature:

Alignment

Choose txt file*

Upload txt

	File Name	Title	Uploaded At
<input checked="" type="radio"/>	415004022 - 1_ha24pagw - PID 4834032.txt		Mar 5, 2024
<input type="radio"/>	344605872 - 1_wmyp9t41 - PID 976461.txt	Spanish	Mar 5, 2024

Submit

The system will align the text with the video and will provide a caption file (SRT/DFXP).