

# Order captions for session recording or video source

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 This article is designated for all users.

## About

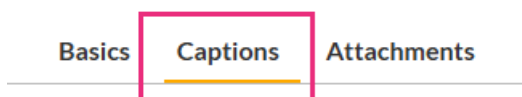
You can order captions for a session recording or any uploaded video source. This applies to on-demand content only. You can place caption orders after the session has ended and the recording is available in your event.

## Before you begin

- You can order captions only for future recordings or existing video sources.
- You can't order captions for past sessions that have already started without a recording.
- Machine captions must be ordered at least 15 minutes before your session begins if you're captioning a source video intended for live use.

## Order captions

1. Open the recording or video source you want to caption, then select the **Captions** tab.



2. Under 'Order captions', click the **Order** button.

The 'Order captions' screen displays.

**Order captions** ×

Service:  

Machine

Source Media Language:  

English

Feature:  

Captions

Submit

3. Complete the fields:

- **Service** - Select the type of Captioning service.
  - Machine - Automated captioning process. (Machine captions must be ordered at least 15 minutes ahead of your session.)
  - Professional - Human / professional captioning. When selecting Professional, you must select the turnaround time as well. (Kaltura recommends captions be ordered in advance.)
- **Source Media Language** - Select the spoken language of the live stream. Currently only English is supported.
- **Feature** - Select Captions.
- Click **Submit**.



Your caption order appears in the list of caption requests.