

Use the EAD (extended audio description) editor in Video Portal

Last Modified on 02/02/2026 3:48 pm IST

 This article is designated for all users.

About

Kaltura's edit extended audio description (EAD) editor lets you review and edit EAD files for your videos.

Extended audio description files are time-coded text files that the Kaltura player converts into spoken narration using browser speech synthesis. Editing an EAD file allows you to refine descriptions, adjust timing, and improve clarity for viewers who rely on audio description.

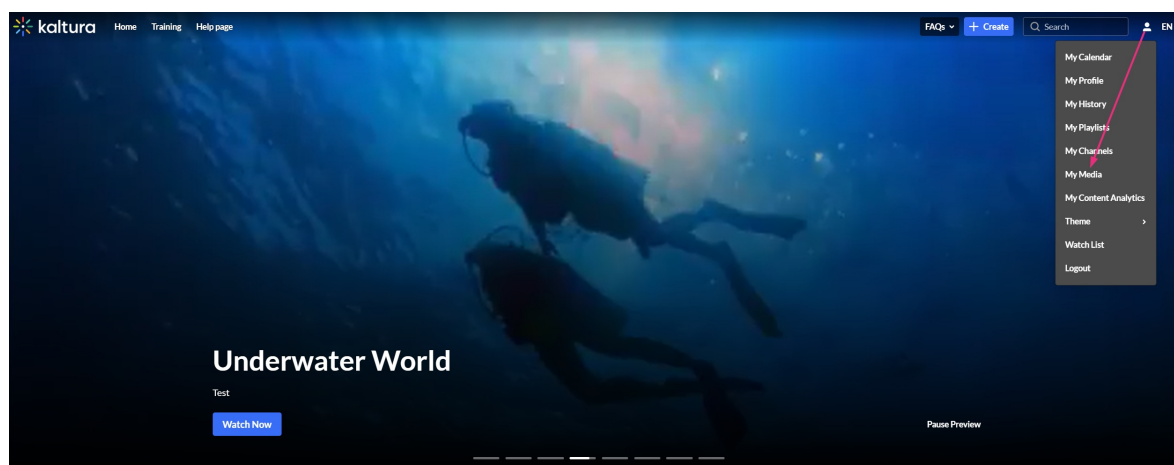
EAD files are uploaded in VTT format and edited using the same interface as captions. Editing an EAD file doesn't change its type or playback behavior.



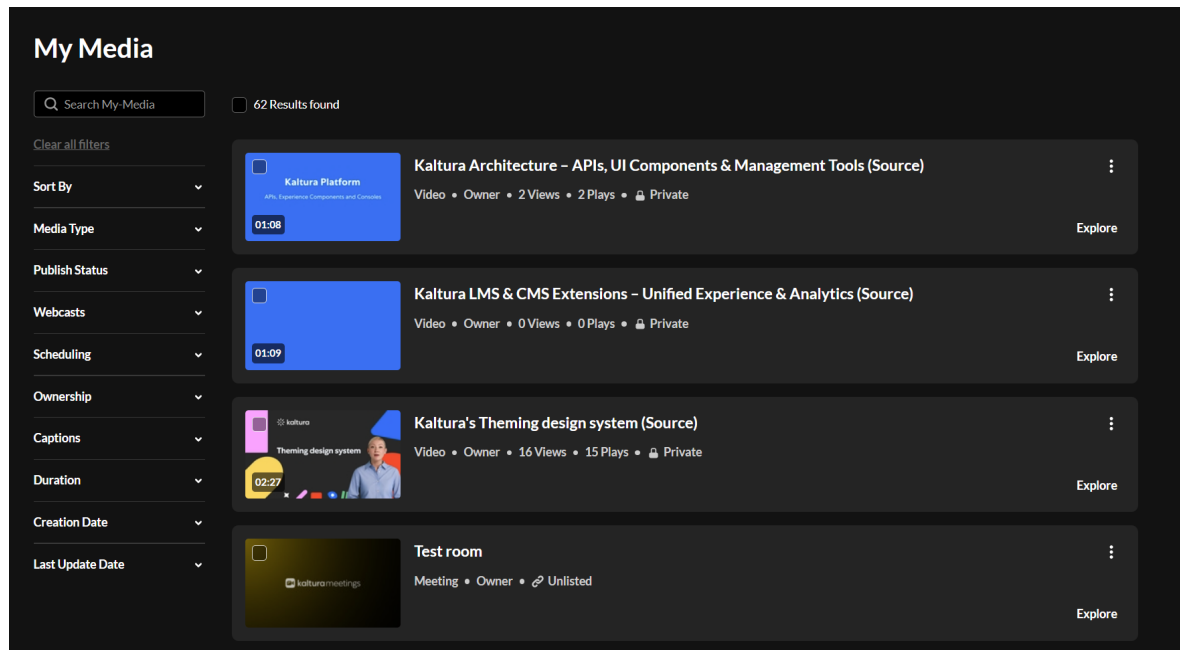
To use the features described here, Kaltura REACH needs to be enabled with the right user permissions.

Access the editor

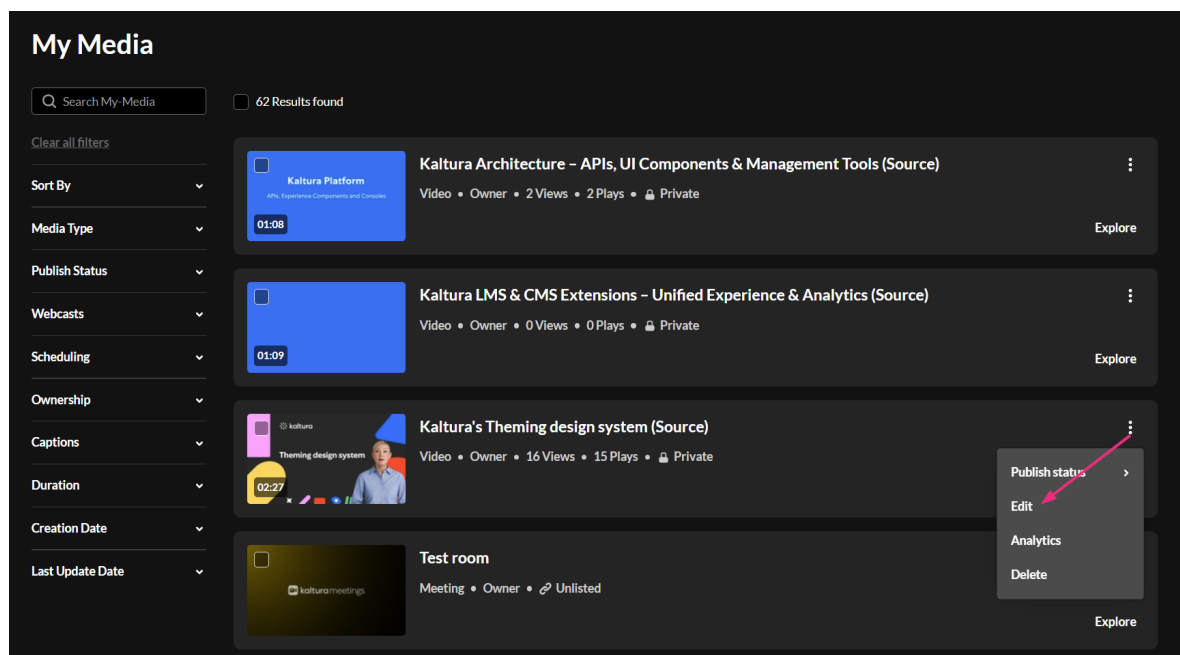
1. From the user menu, select **My Media**.



The 'My Media' page displays.



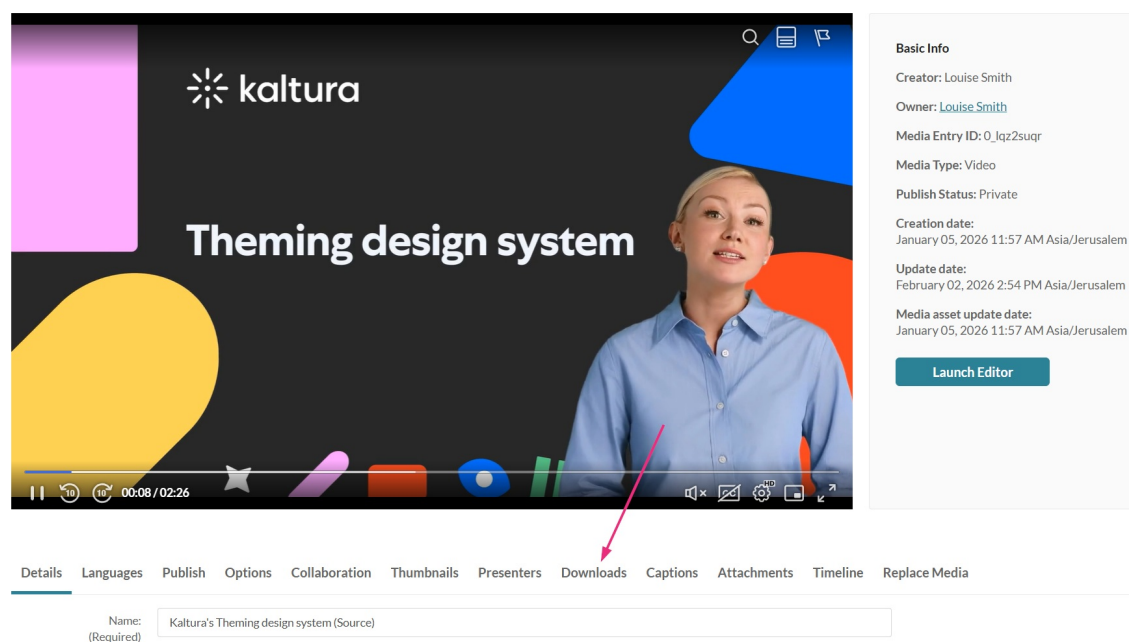
2. Locate the desired media and click the **three dots** at the far right and select **Edit**.



The edit media page displays.

3. Click the **Captions** tab.

Kaltura's Theming design system (Source)



Basic Info

Creator: Louise Smith

Owner: [Louise Smith](#)

Media Entry ID: 0_lqz2suqr

Media Type: Video

Publish Status: Private

Creation date: January 05, 2026 11:57 AM Asia/Jerusalem

Update date: February 02, 2026 2:54 PM Asia/Jerusalem

Media asset update date: January 05, 2026 11:57 AM Asia/Jerusalem

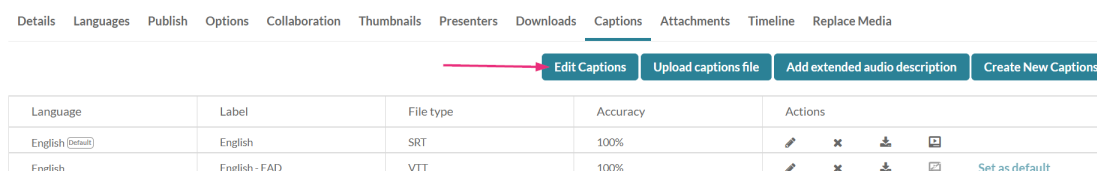
[Launch Editor](#)

Name:

(Required)

The captions and EAD for that media display.

4. Click **Edit captions**.

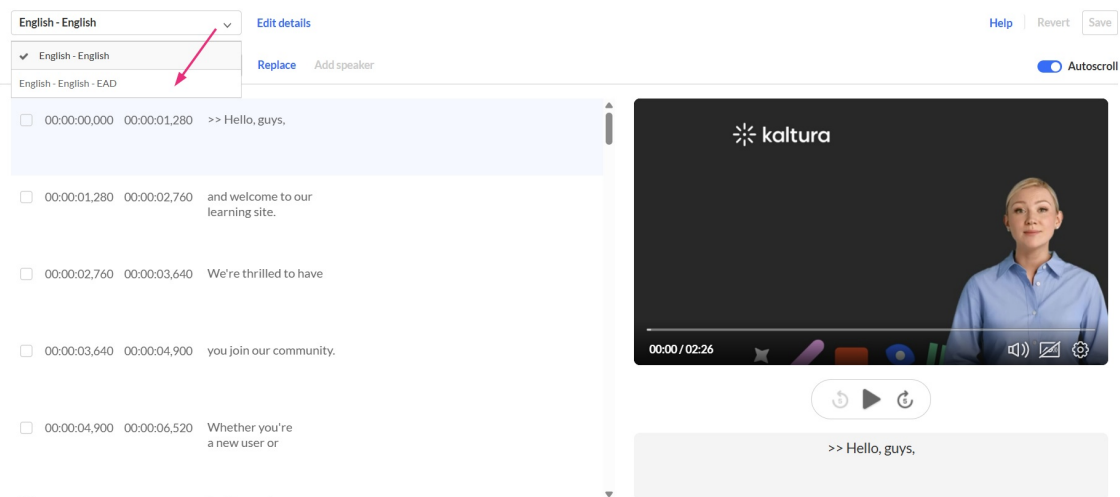


Language	Label	File type	Accuracy	Actions
English <small>(default)</small>	English	SRT	100%	
English	English - EAD	VTT	100%	Set as default

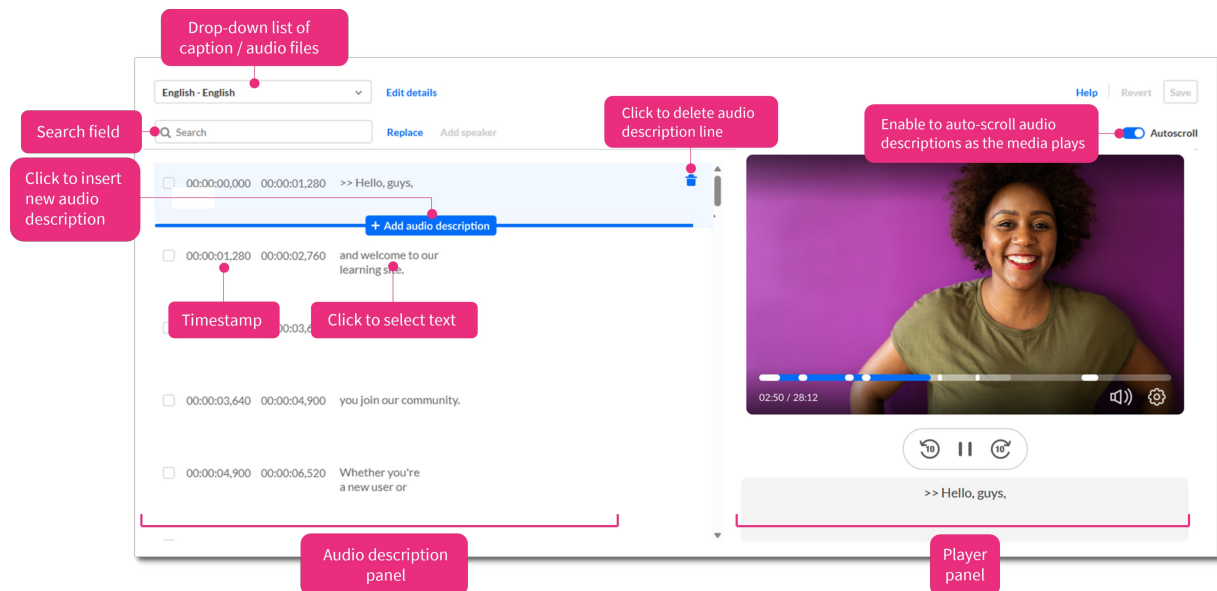
The editor displays.

Click the drop-down menu and choose the EAD file you want to edit.

Closed Captions Editor

[Back](#)


Editor layout

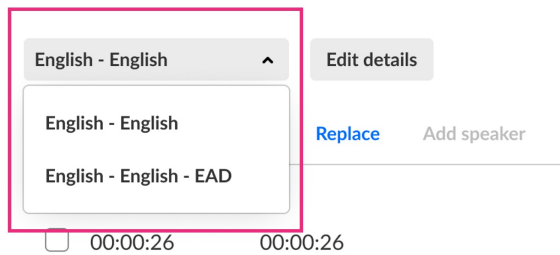


The editor has two main areas - the audio descriptions panel and the player panel.

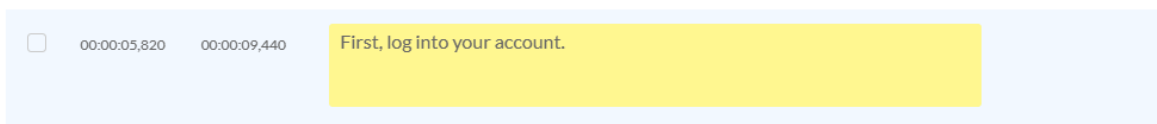
Audio descriptions panel

The audio descriptions panel lists all audio description cues and provides tools for editing them.

- **Audio description file selector** - If the entry includes more than one EAD file, you can select the file you want to edit from the list.



- **Edit details** - Click 'Edit details' to update the audio description's language, accuracy, or label.
- **Search field** - Enter a search term and press Enter. Matching results are highlighted.



- **Replace** - Click Replace to quickly find specific words or phrases and replace them with new text.
- **Autoscroll** - Click 'Autoscroll' to automatically follow the audio descriptions while the media plays.
- **Delete cue** - When you hover over a cue, a trash can icon appears. Click the icon to delete the cue.
- **Add audio description** - Hover over a cue row and click **+ Add audio description** to add a new cue.
- **Timestamp** - Click a cue's timestamp to edit the start or end time.



The editor uses the **SMPTE time format**: hours, minutes, seconds, and milliseconds (hh:mm:ss,mmm). This format helps you set precise start and end points.

- **Text field** - Click inside the text field to edit the cue's content. The editor supports dual-panel viewing so you can work in the list while previewing changes in the player.

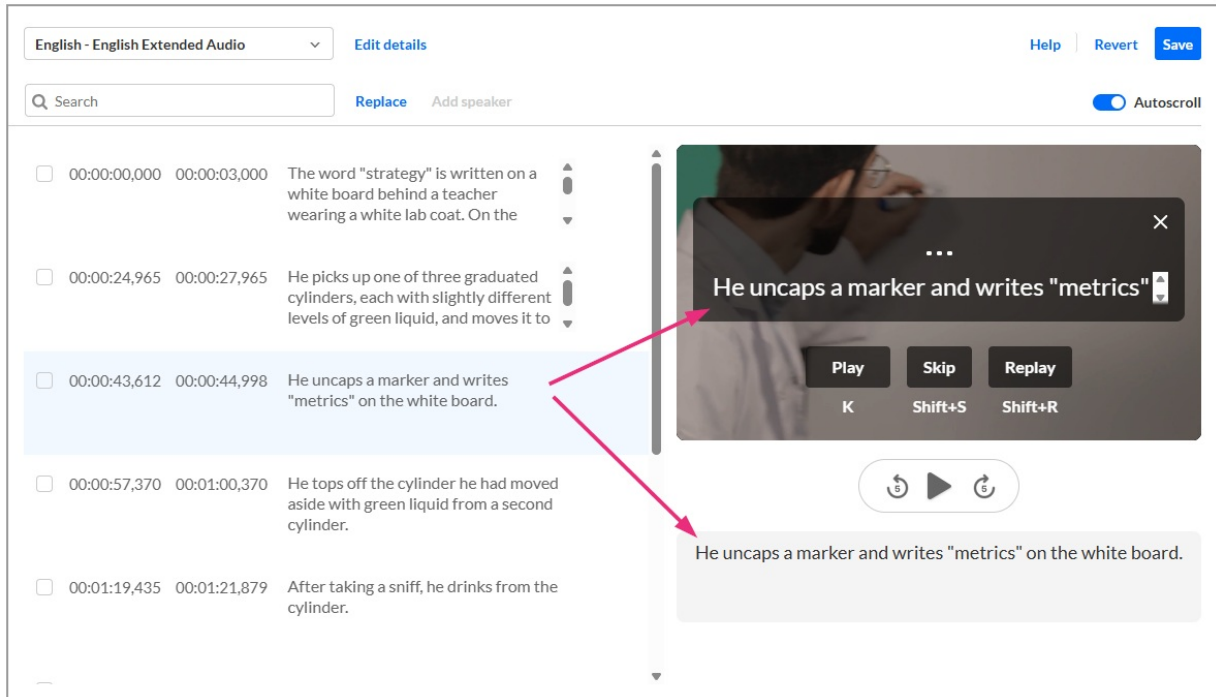


Kaltura supports **dual screen** inside the captions editor.

Player panel

The player panel shows the media and plays back audio descriptions using your browser's text-to-speech voice.

When you click an audio description cue in the panel, the player jumps to the matching timestamp to help you sync text with visual and audio content.



The screenshot shows the Kaltura player interface. On the left, there is a list of audio description cues with checkboxes, start/end timestamps, and text descriptions. The third cue is highlighted in blue. On the right, there is a video player showing a person writing on a whiteboard. A modal window is open over the video player, displaying the selected cue's text: "He uncaps a marker and writes 'metrics' on the white board." Below the text are buttons for "Play", "Skip", and "Replay", along with keyboard shortcuts "K", "Shift+S", and "Shift+R". At the bottom of the modal, there are playback controls (rewind, play, fast forward) and a subtitle bar showing the same text as the modal.

Checkbox	Start Time	End Time	Description
<input type="checkbox"/>	00:00:00,000	00:00:03,000	The word "strategy" is written on a white board behind a teacher wearing a white lab coat. On the
<input type="checkbox"/>	00:00:24,965	00:00:27,965	He picks up one of three graduated cylinders, each with slightly different levels of green liquid, and moves it to
<input checked="" type="checkbox"/>	00:00:43,612	00:00:44,998	He uncaps a marker and writes "metrics" on the white board.
<input type="checkbox"/>	00:00:57,370	00:01:00,370	He tops off the cylinder he had moved aside with green liquid from a second cylinder.
<input type="checkbox"/>	00:01:19,435	00:01:21,879	After taking a sniff, he drinks from the cylinder.

Editing options



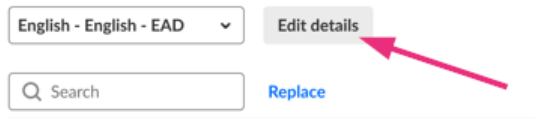
When editing Extended Audio Descriptions, you may need to adjust their timing so everything stays in sync. Because audio descriptions are active from their start time until their end time, they'll be read out loud if a viewer skips to any moment during that period.

When creating or editing EADs, timestamps must represent the visual scene, not the length of the spoken description. The player uses the start and end times to determine whether a description applies when a viewer seeks or skips during playback. If a viewer jumps to any point within the scene, the description will still play as long as the playback position falls within the defined time range. For this reason, set the start time to when the described visuals begin and the end time to when those visuals end, even if the spoken description finishes earlier or later.

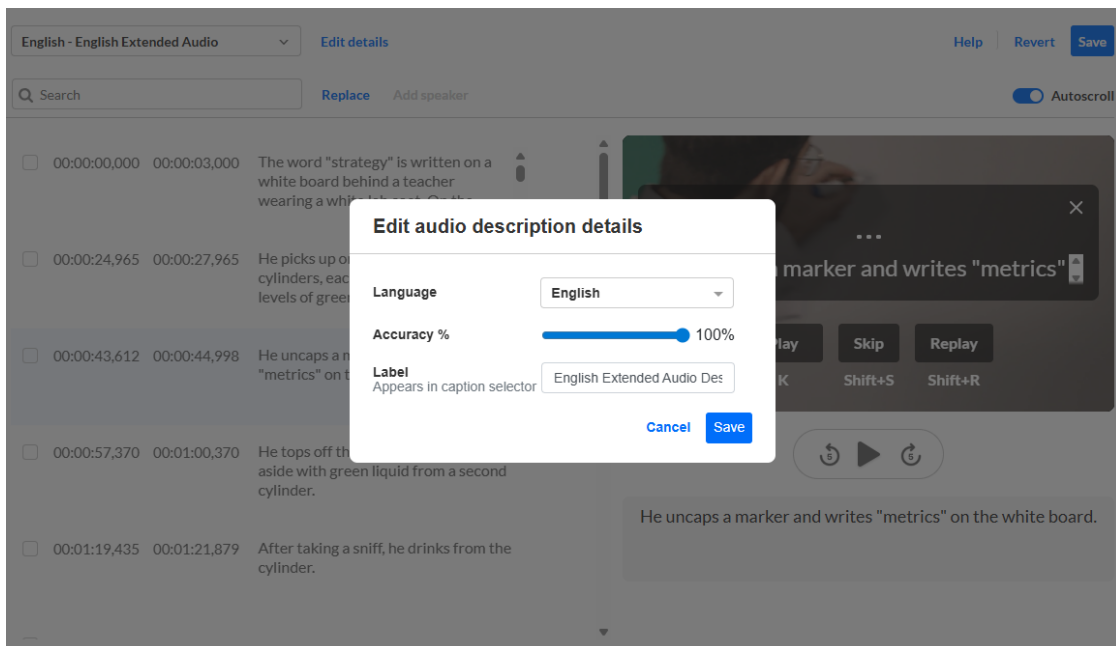
Therefore, after making edits, make sure to set the end timestamp to when the described moment ends, so when users skip, the EADs will be announced during the relevant scene.

Edit audio description details

- a. Click on **Edit details**.



The 'Edit audio description details' screen displays. You can update the language, accuracy, and label.

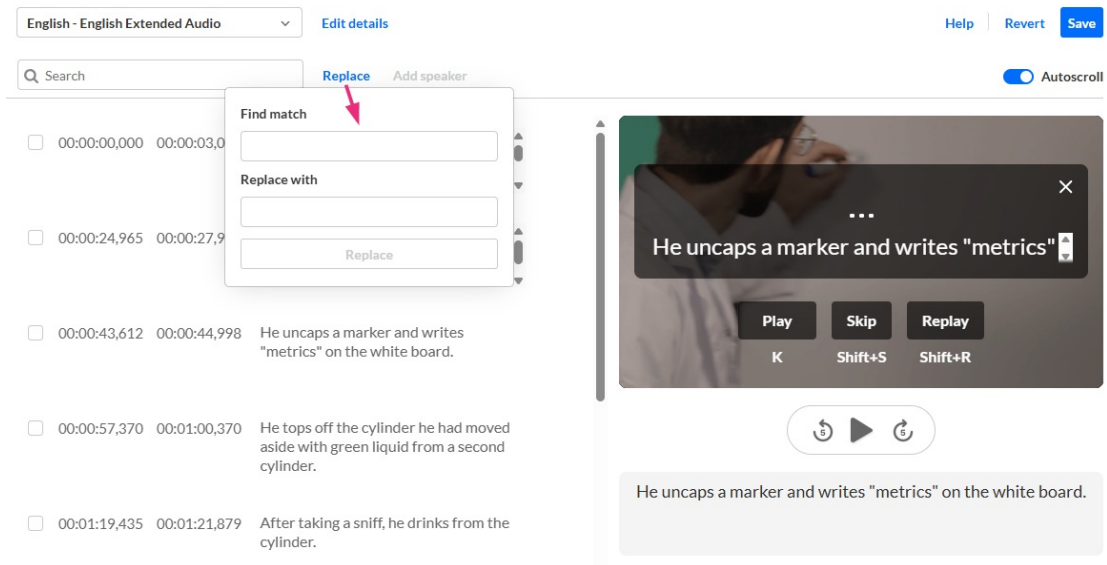


- b. Click **Save**. The information is immediately updated.

Find and replace text

Use find and replace to quickly update wording across multiple audio description cues, such as fixing typos, correcting names, or standardizing phrasing.

- a. Click **Replace**.



English - English Extended Audio [Edit details](#) [Help](#) [Revert](#) [Save](#)

[Replace](#) [Add speaker](#) [Autoscroll](#)

☐ 00:00:00,000 00:00:03,0

☐ 00:00:24,965 00:00:27,9

☐ 00:00:43,612 00:00:44,998 He uncaps a marker and writes "metrics" on the white board.

☐ 00:00:57,370 00:01:00,370 He tops off the cylinder he had moved aside with green liquid from a second cylinder.

☐ 00:01:19,435 00:01:21,879 After taking a sniff, he drinks from the cylinder.

Find match

Replace with

Replace

He uncaps a marker and writes "metrics" on the white board.

Play Skip Replay

K Shift+S Shift+R

He uncaps a marker and writes "metrics" on the white board.

- b. Enter the search term in the **Find match** field,
- c. Enter the replacement term in the **Replace with** field.

[Replace](#) [Add speaker](#)

Find match

Replace with

Replace

- d. Click **Replace** then click **Save** at the top right.

A popup displays asking you to confirm audio description accuracy.

Confirm audio description accuracy

You've edited the audio descriptions. Please update the accuracy rating to the best of your knowledge. Human-reviewed descriptions are typically 96–99% accurate.

Accuracy %  100%

Check that:

- Key visuals, actions, and emotions are described
- Timing is aligned with natural pauses
- Narration is clear, concise, and non-redundant

Cancel

Save

e. Move the slider accordingly.



This step indicates that you've reviewed your edits and believe the audio descriptions are correct. It also marks the file as edited for compliance and workflow tracking.

f. Click **Save**. The search term is replaced immediately.

Add an audio description

a. Hover over the row until you see **+ Add audio description** and then click on it.

English - English Extended Audio
Edit details
Help
Revert
Save

Q Search
Replace
Add speaker
Autoscroll

<input type="checkbox"/>	00:00:00,000 00:00:03,000	The word "strategy" is written on a white board behind a teacher wearing a white lab coat. On the
<input type="checkbox"/>	00:00:24,965 00:00:27,965	He picks up one of three graduated cylinders, each with slightly different levels of green liquid, and moves it to
<input type="checkbox"/>	00:00:43,612 00:00:44,998	He uncaps a marker and writes "metrics" on the white board.
<input type="checkbox"/>	00:00:57,370 00:01:00,370	He tops off the cylinder he had moved aside with green liquid from a second cylinder.
<input type="checkbox"/>	00:01:19,435 00:01:21,879	After taking a sniff, he drinks from the cylinder.


+ Add audio description

The word "strategy" is written on a white board behind a teacher wearing a white lab coat. On the table in front of him are beakers and flasks of various shapes and sizes, filled with blue or green liquids. Some of them bubble and emit vapor.

A new audio description cue is added.

<input type="checkbox"/>	00:00:43,612 00:00:44,998	He uncaps a marker and writes "metrics" on the white board.
<input type="checkbox"/>	00:00:44,998 00:00:46,383	[COPY] He uncaps a marker and writes "metrics" on the white board.
<input type="checkbox"/>	00:00:57,370 00:01:00,370	He tops off the cylinder he had moved aside with green liquid from a second cylinder.

b. Click inside the text field to edit the content as needed.



When adjusting timing, make sure cues don't overlap. The editor highlights timing issues in red to help you correct them.

<input type="checkbox"/>	00:00:43,612 00:00:44,305	He uncaps a marker and writes "metrics" on the white board.
<input type="checkbox"/>	00:00:44,304 00:00:44,998	He erases it.

c. Click **Save**.

A popup displays asking you to confirm audio description accuracy.

Confirm audio description accuracy

You've edited the audio descriptions. Please update the accuracy rating to the best of your knowledge. Human-reviewed descriptions are typically 96–99% accurate.

Accuracy %  100%

Check that:

- Key visuals, actions, and emotions are described
- Timing is aligned with natural pauses
- Narration is clear, concise, and non-redundant

Cancel

Save

d. Move the slider accordingly.

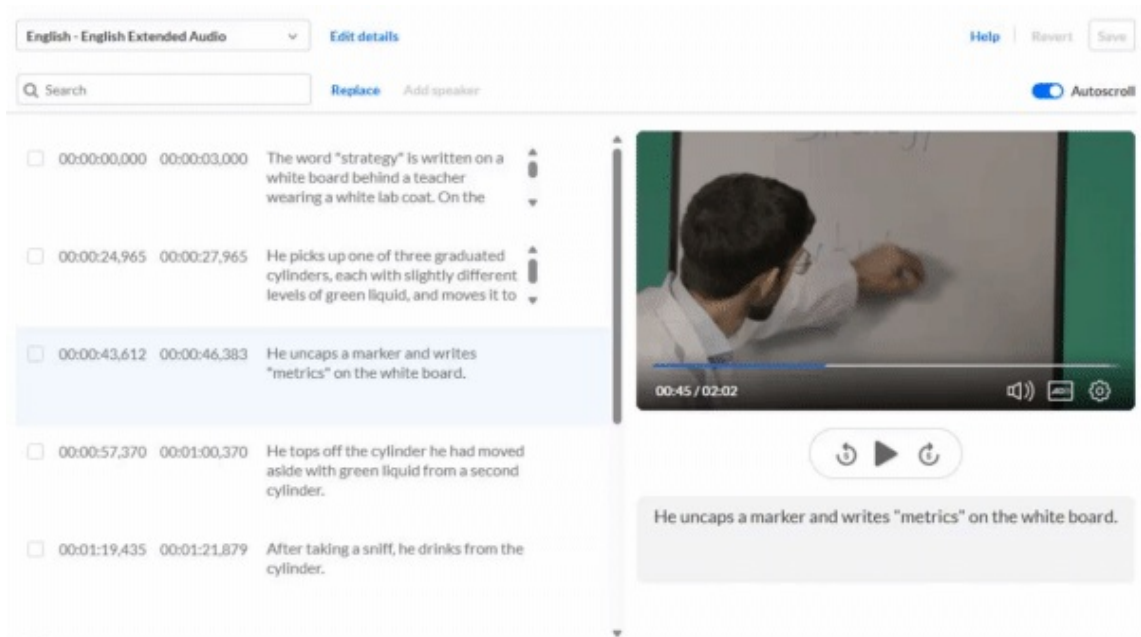


This step indicates that you've reviewed your edits and believe the audio descriptions are correct. It also marks the file as edited for compliance and workflow tracking.

e. Click **Save**. The information is updated immediately.

Edit an audio description

a. Click the text of the audio description to activate the text field.



- b. Edit the text as needed.
- c. Click **Save**.

A popup displays asking you to confirm audio description accuracy.

Confirm audio description accuracy

You've edited the audio descriptions. Please update the accuracy rating to the best of your knowledge. Human-reviewed descriptions are typically 96–99% accurate.

Accuracy % 100%

Check that:

- Key visuals, actions, and emotions are described
- Timing is aligned with natural pauses
- Narration is clear, concise, and non-redundant

[Cancel](#) [Save](#)

- d. Move the slider accordingly.



This step indicates that you've reviewed your edits and believe the audio descriptions are correct. It also marks the file as edited for compliance and workflow tracking.

e. Click **Save**. The information is updated immediately.
