

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.



My Media

62 Results found

Clear all filters

Sort By

Media Type

Publish Status

Webcasts

Scheduling

Ownership

Captions

Duration

Creation Date

Last Update Date

Kaltura Platform
APIs, Experience Components and Consoles

01:08

Kaltura Architecture – APIs, UI Components & Management Tools (Source)

Video • Owner • 2 Views • 2 Plays • Private

Kaltura LMS & CMS Extensions – Unified Experience & Analytics (Source)

Video • Owner • 0 Views • 0 Plays • Private

Kaltura's Theming design system (Source)

Video • Owner • 16 Views • 15 Plays • Private

Test room

Meeting • Owner • ⚡ Unlisted

Explore

Explore

Explore

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

My Media

62 Results found

Clear all filters

Sort By

Media Type

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Explore

Explore

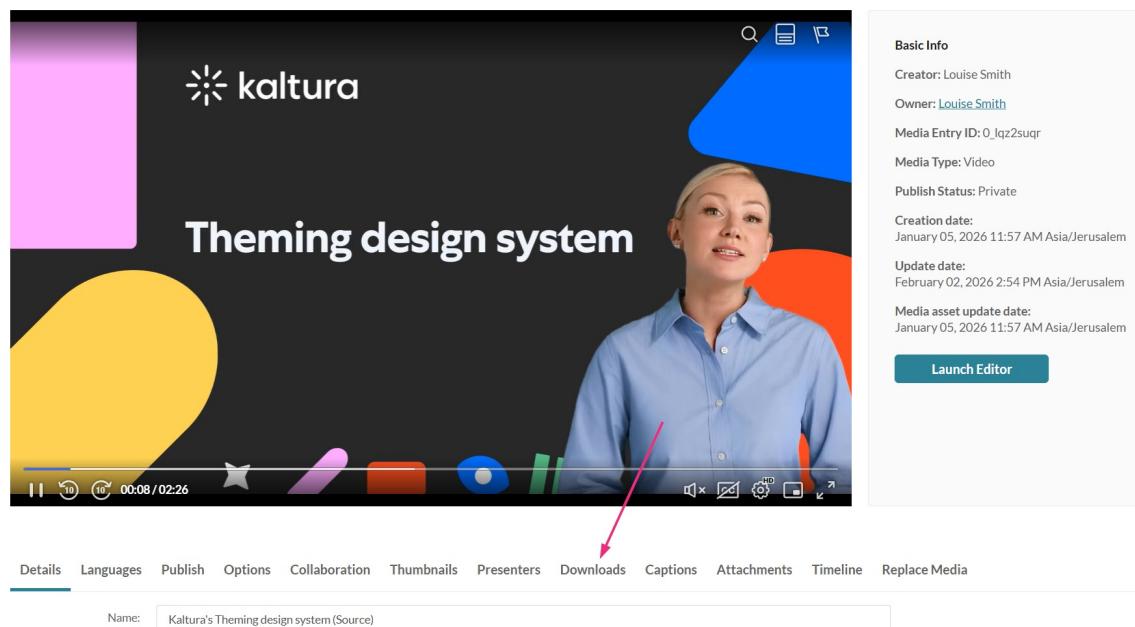
Explore

Publis...
Edit
Analytics
Delete

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

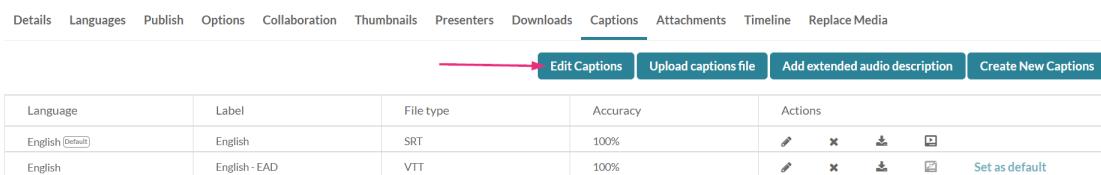
[Launch Editor](#)

Details Languages Publish Options Collaboration Thumbnails Presenters Downloads Captions Attachments Timeline Replace Media

Name: Kaltura's Theming design system (Source) (Required)

The captions and EAD for that media display.

4. Click **Edit captions**.



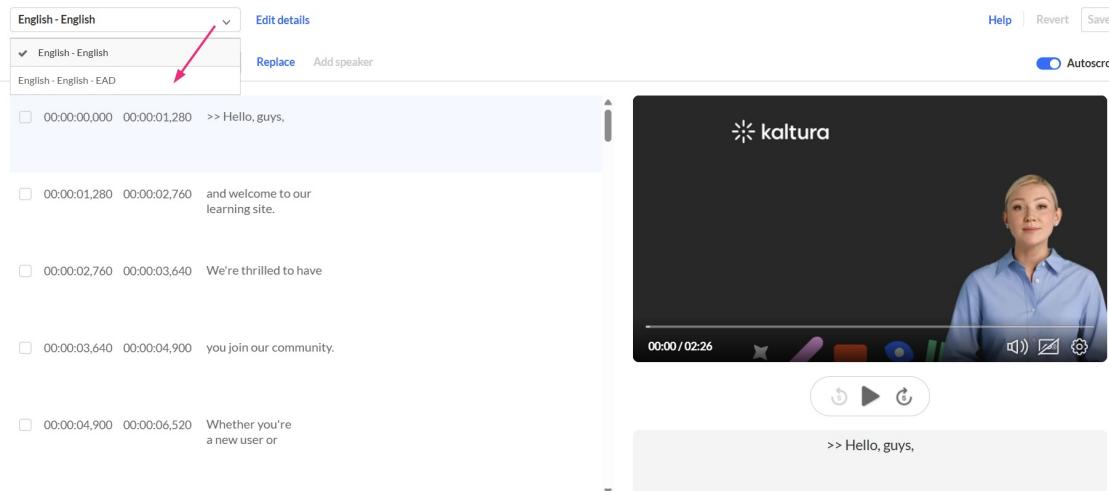
Language	Label	File type	Accuracy	Actions
English (Default)	English	SRT	100%	
English	English - EAD	VTT	100%	Set as default

Edit Captions Upload captions file Add extended audio description Create New Captions

The editor displays.

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

Closed Captions Editor

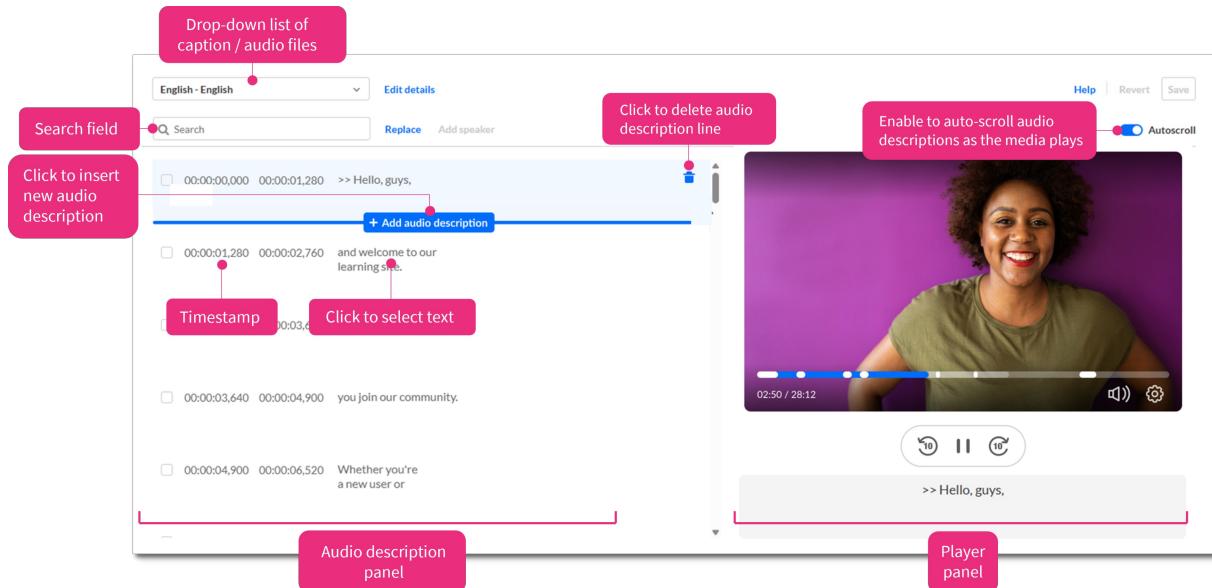
[Back](#)


The screenshot shows the Kaltura Closed Captions Editor interface. On the left, the **Audio description panel** displays a list of audio description cues. A red arrow points to the **Drop-down list of caption / audio files** dropdown menu, which is currently set to "English - English". The dropdown also includes "English - English - EAD". Below the dropdown are buttons for "Edit details", "Replace", and "Add speaker". The list of cues includes:

- 00:00:00,000 00:00:01,280 >> Hello, guys,
- 00:00:01,280 00:00:02,760 and welcome to our learning site.
- 00:00:02,760 00:00:03,640 We're thrilled to have
- 00:00:03,640 00:00:04,900 you join our community.
- 00:00:04,900 00:00:06,520 Whether you're a new user or

On the right, the **Player panel** shows a video player interface with a video frame of a woman in a blue shirt, a progress bar at 00:00/02:26, and a subtitle box displaying ">> Hello, guys.". The player controls include a play/pause button, volume, and settings.

Editor layout



This diagram highlights various components of the Kaltura Closed Captions Editor:

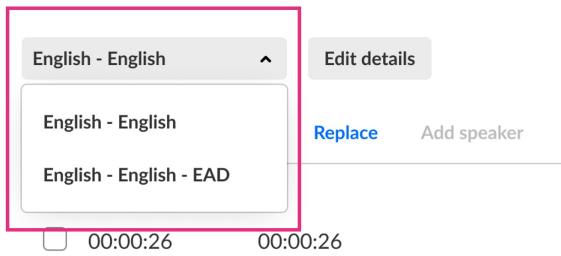
- Search field**: Located in the top left of the audio descriptions panel.
- Drop-down list of caption / audio files**: Located at the top of the audio descriptions panel.
- Click to insert new audio description**: A button in the audio descriptions panel.
- Timestamp**: A label for the timestamp column in the audio descriptions list.
- Click to select text**: A label for the text column in the audio descriptions list.
- + Add audio description**: A button in the audio descriptions panel.
- Click to delete audio description line**: A button in the audio descriptions panel.
- Enable to auto-scroll audio descriptions as the media plays**: A label for the "Autoscroll" toggle switch in the top right.
- Player panel**: The video player interface on the right.
- Audio description panel**: The main list of audio descriptions on the left.

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

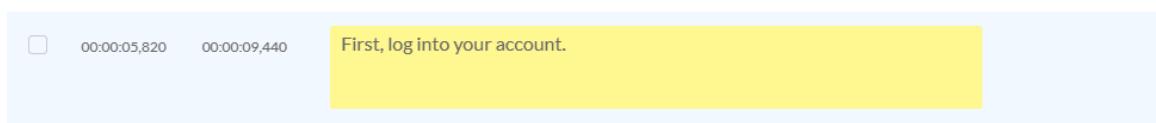
Audio descriptions panel

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.

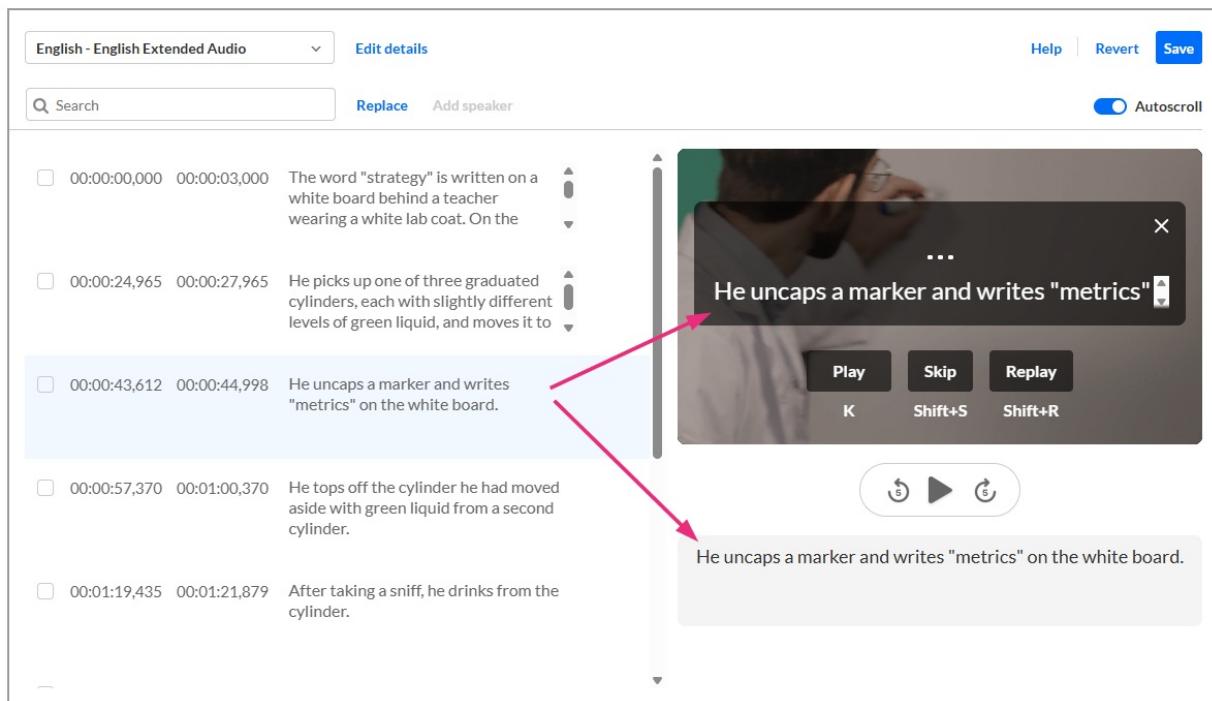


Kaltura supports **dual screen** inside the captions editor.

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 for editing extended audio descriptions. At the top, there's a dropdown menu for 'English - English Extended Audio', a 'Edit details' button, and a 'Help' / 'Revert' / 'Save' bar. Below that is a search bar and a 'Replace' / 'Add speaker' button. A 'Autoscroll' toggle is on the right. The main area shows a list of audio description cues with start and end timestamps and their corresponding text descriptions. A video player window is overlaid on the list, showing a person writing on a whiteboard. A red arrow points from the text 'He uncaps a marker and writes "metrics"' in the video player's subtitle box to the list item 'He uncaps a marker and writes "metrics" on the white board.' Another red arrow points from the video player's subtitle box to the text 'He uncaps a marker and writes "metrics" on the white board.' in the list. The video player has buttons for 'Play', 'Skip', 'Replay', and keyboard shortcuts 'K', 'Shift+S', and 'Shift+R'.

Editing options



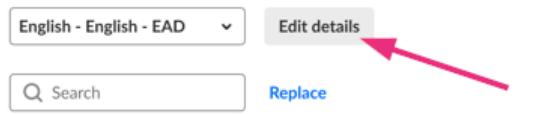
When editing Extended Audio Descriptions, you may need to adjust their timing so everything stays in sync. Because audio descriptions are active from their start time until their end time, they'll be read out loud if a viewer skips to any moment during that period.

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.

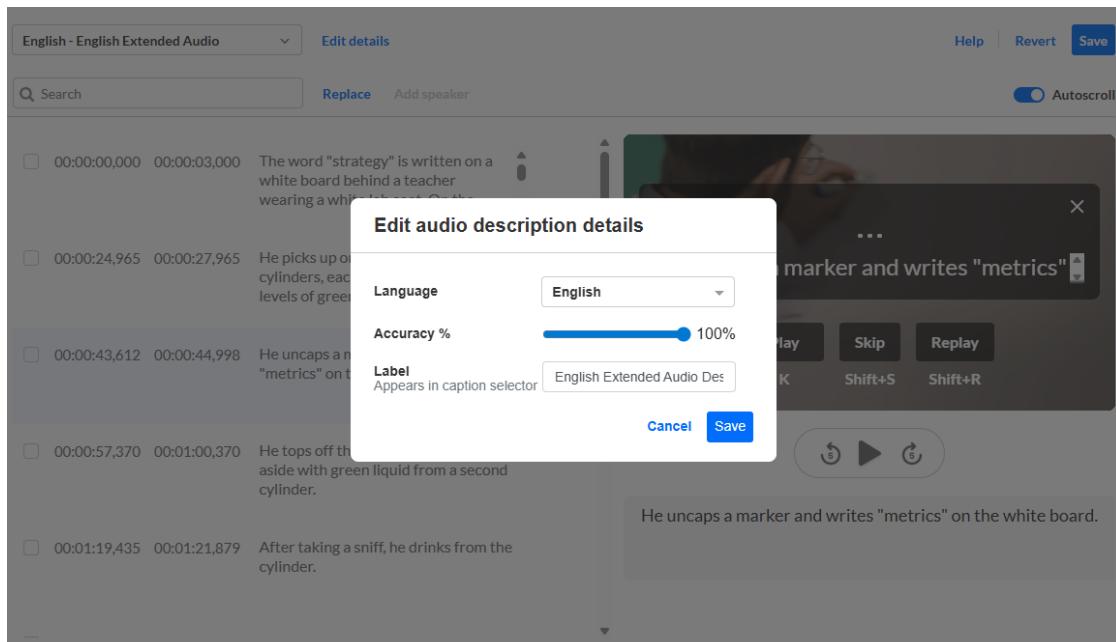
Therefore, after making edits, make sure to set the end timestamp to when the described moment ends, so when users skip, the EADs will be announced during the relevant scene.

Edit audio description details

- Click on **Edit details**.



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

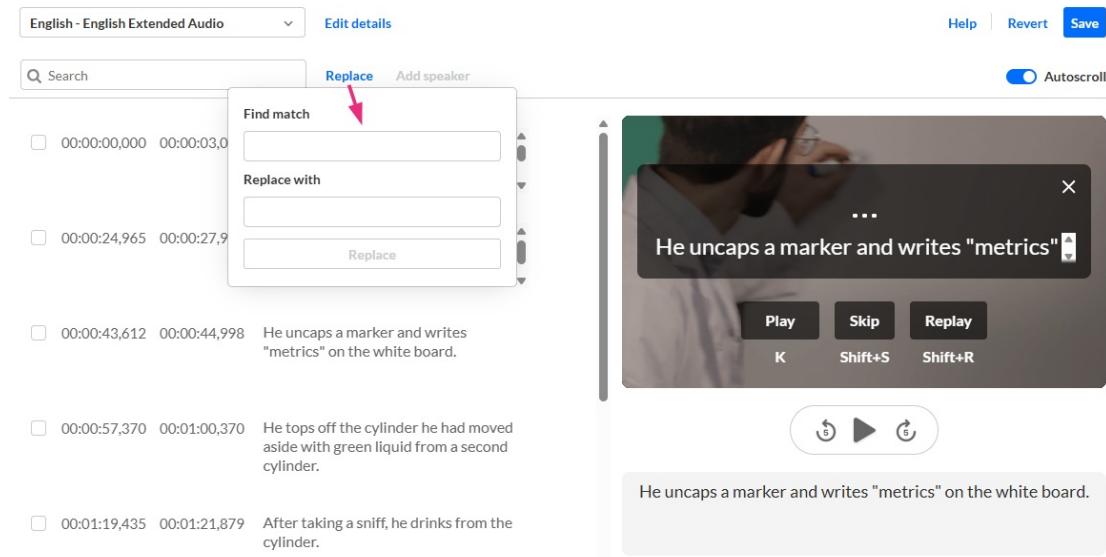


- Click **Save**. The information is immediately updated.

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.

- Click **Replace**.



English - English Extended Audio ▼ Edit details

Help | Revert | Save

Autoscroll

Search Replace Add speaker

Find match

Replace with

Replace

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.

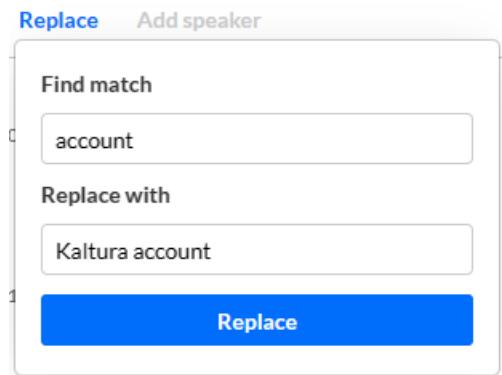
00:01:19,435 00:01:21,879 After taking a sniff, he drinks from the cylinder.

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

Play Skip Replay

K Shift+S Shift+R

- 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

account

Replace with

Kaltura account

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.

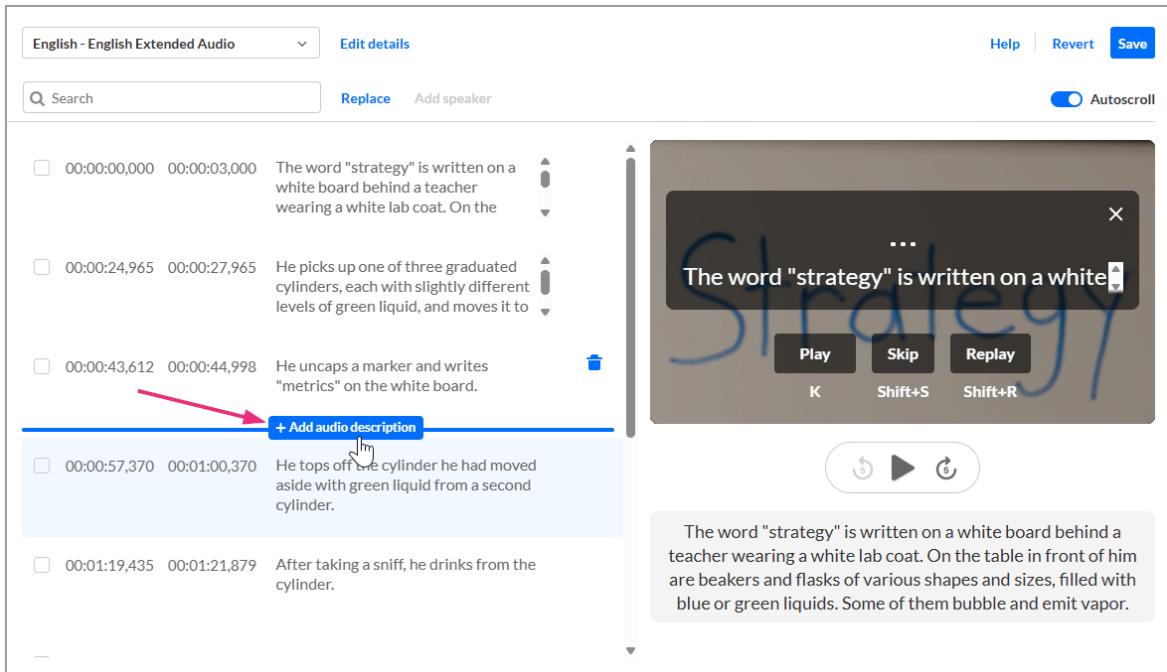


This step indicates that you've reviewed your edits and believe the audio descriptions are correct. It also marks the file as edited for compliance and workflow tracking.

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.



The screenshot shows the Kaltura video editor interface. At the top, there is a dropdown menu for 'English - English Extended Audio', a 'Edit details' button, and a 'Help' / 'Revert' / 'Save' bar. Below this is a search bar with 'Replace' and 'Add speaker' buttons, and an 'Autoscroll' toggle. The main area displays a list of audio description cues with checkboxes and start/stop times. A red arrow points to the '+ Add audio description' button. To the right, a preview window shows a frame from a video with the text 'The word "strategy" is written on a white' and control buttons for 'Play', 'Skip', and 'Replay'. Below the preview is a transcript of the video content.

English - English Extended Audio

Help | Revert | Save

Autoscroll

Search | Replace | Add speaker

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

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

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.

+ 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.

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

00:00:44,998 00:00:46,383 [COPY] 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.

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.

00:00:43,612 00:00:44,305 He uncaps a marker and writes "metrics" on the white board.

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.

English - English Extended Audio ▼ Edit details

Help | Reset | Save

Search Replace Add speaker Autoscroll

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

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

00:00:43,612 00:00:46,383 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.

00:45 / 02:02

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

- Edit the text as needed.
- 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](#)

- 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.
