Use the extended audio description (EAD) editor in Canvas (legacy)

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This article is designated for all users.

About

The extended audio description (EAD) editor lets you review and edit audio description files for your media.

With the editor, you can:

- Refine audio descriptions
- Adjust cue timing
- Preview descriptions during playback
- View EAD segments directly on the player timeline

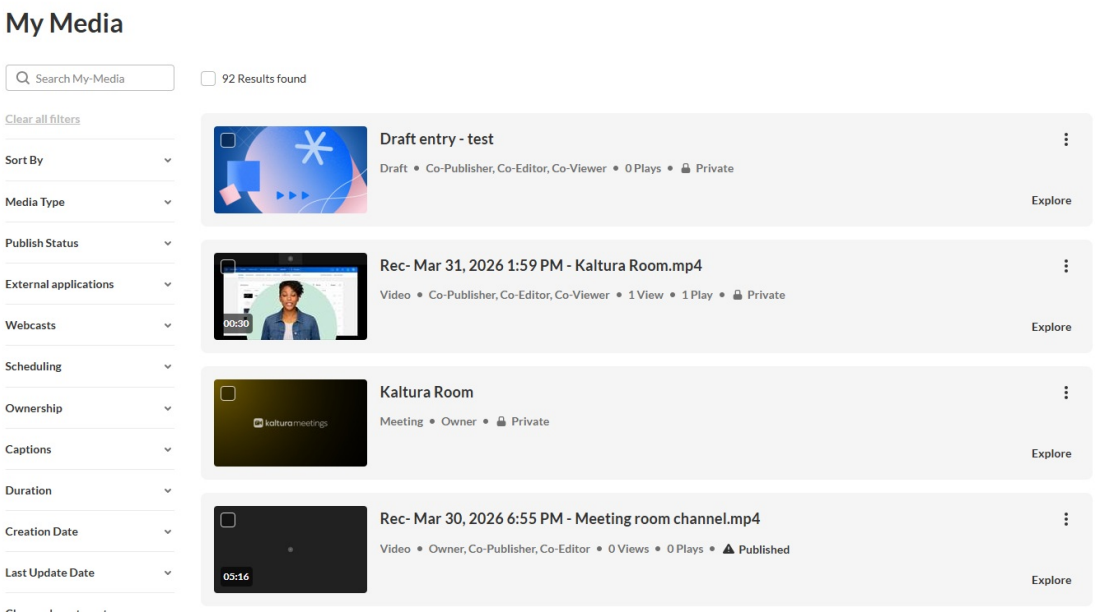
The editor synchronizes with the player timeline in real time. Changes to cues are reflected immediately in the timeline.

REACH must be enabled on your account, and you must have the required permissions to use these features.

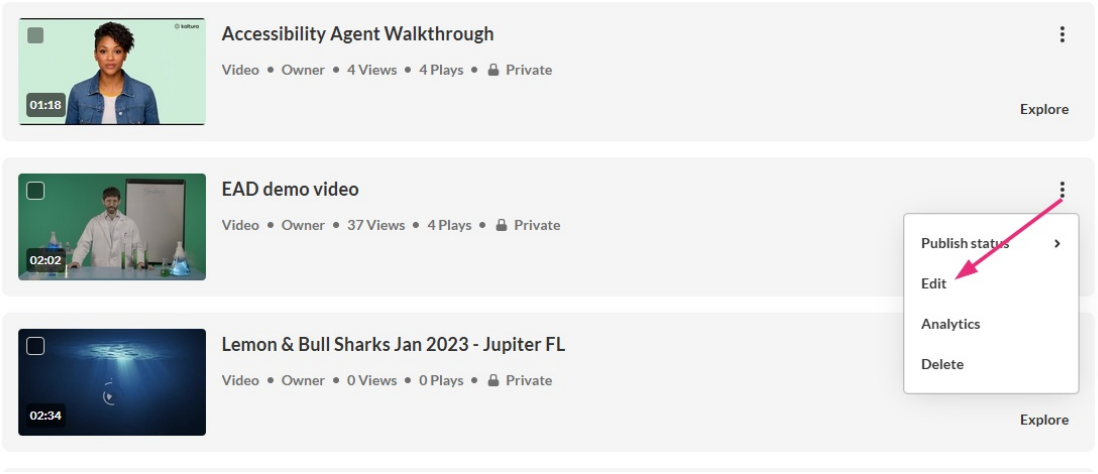
Access the editor

1. Go to your **My Media**.

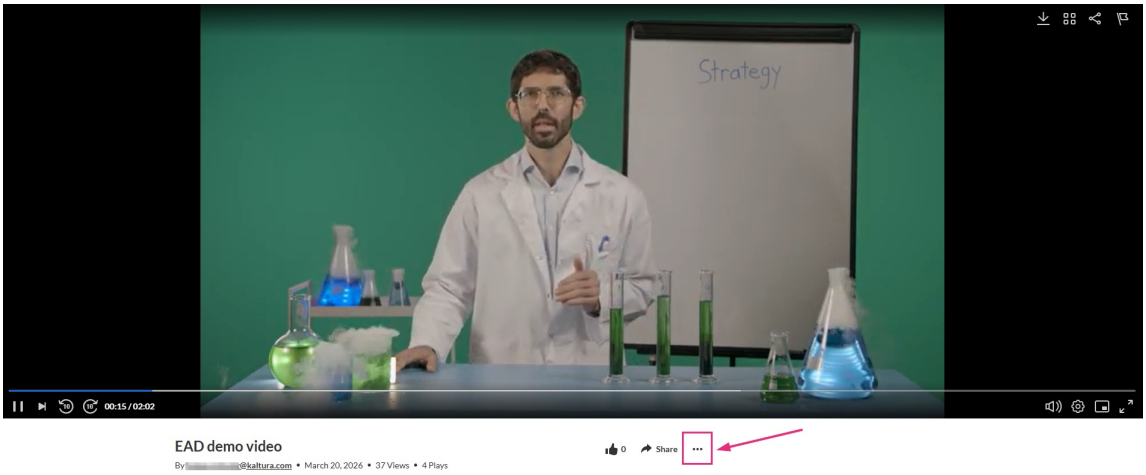
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2. Locate the desired media and click the **three dots** at the far right and select **Edit**.

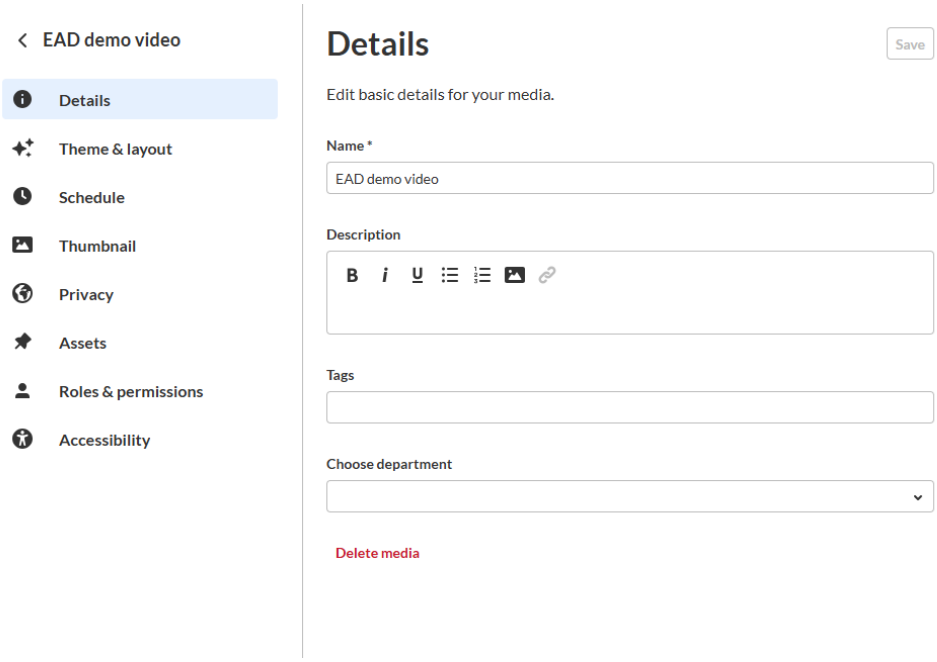


Alternatively, you can access the edit page from the **media page** by clicking the **three-dot menu** and selecting **Edit**.

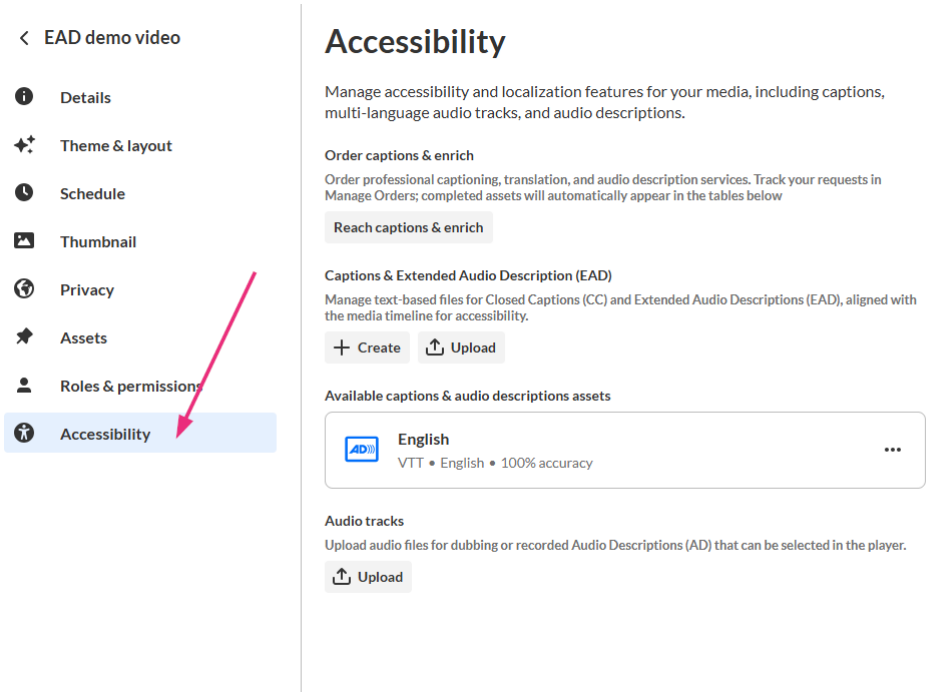


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The edit media page opens on the **Details** tab by default, with a left-hand navigation.



3. In the left navigation, click the **Accessibility** tab to display the 'Accessibility' page.



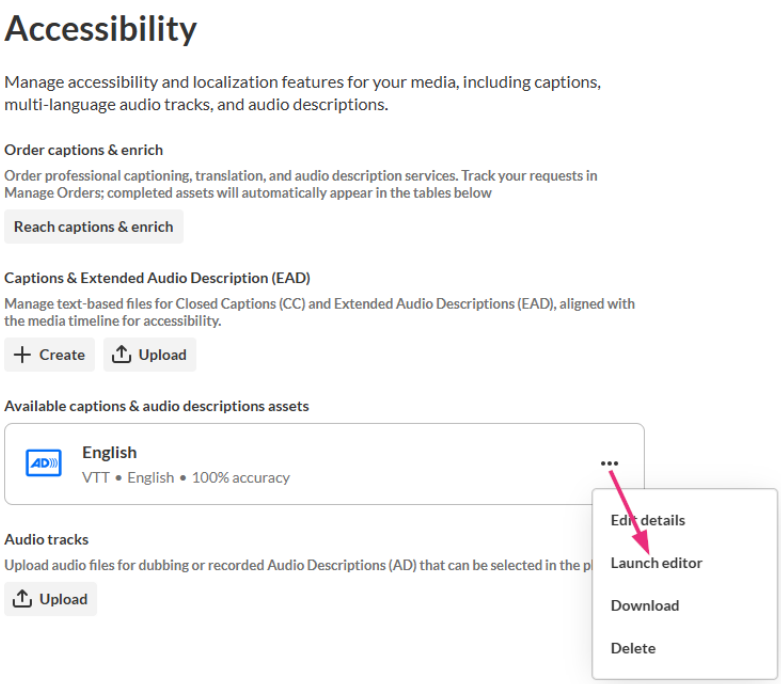
Available features depend on your site configuration. Some features are shown only if enabled for your site.

4. In the **Available captions & audio descriptions assets** section, locate the

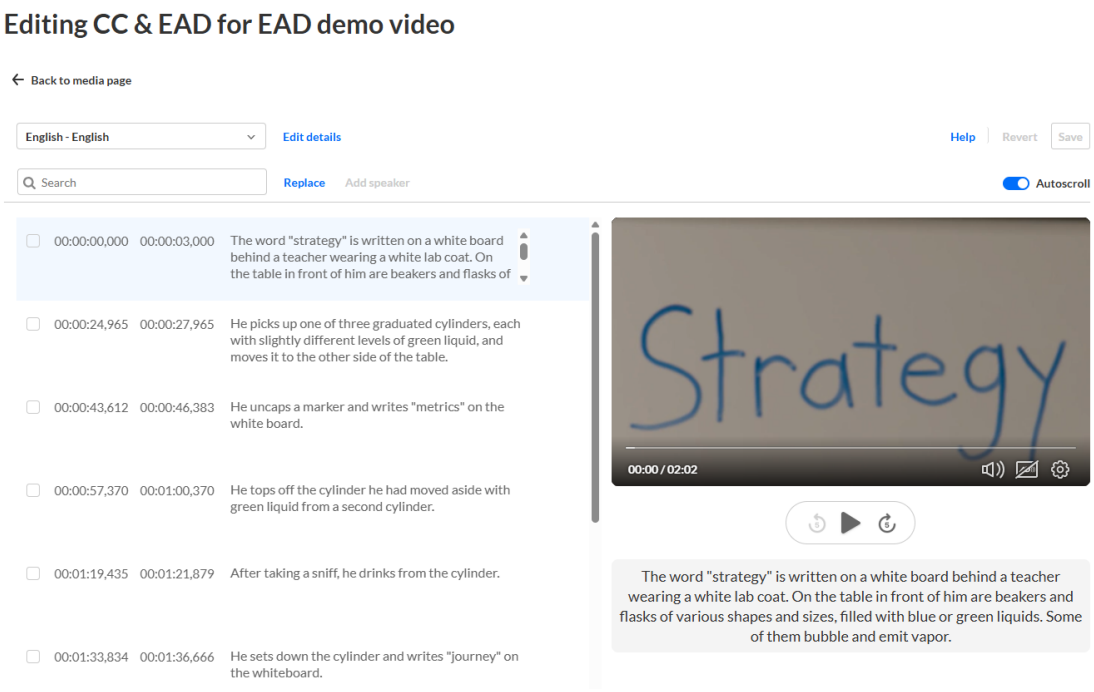
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desired file.

5. Click the **three dots** next to the file and select **Launch editor**.



The EAD editor opens.



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