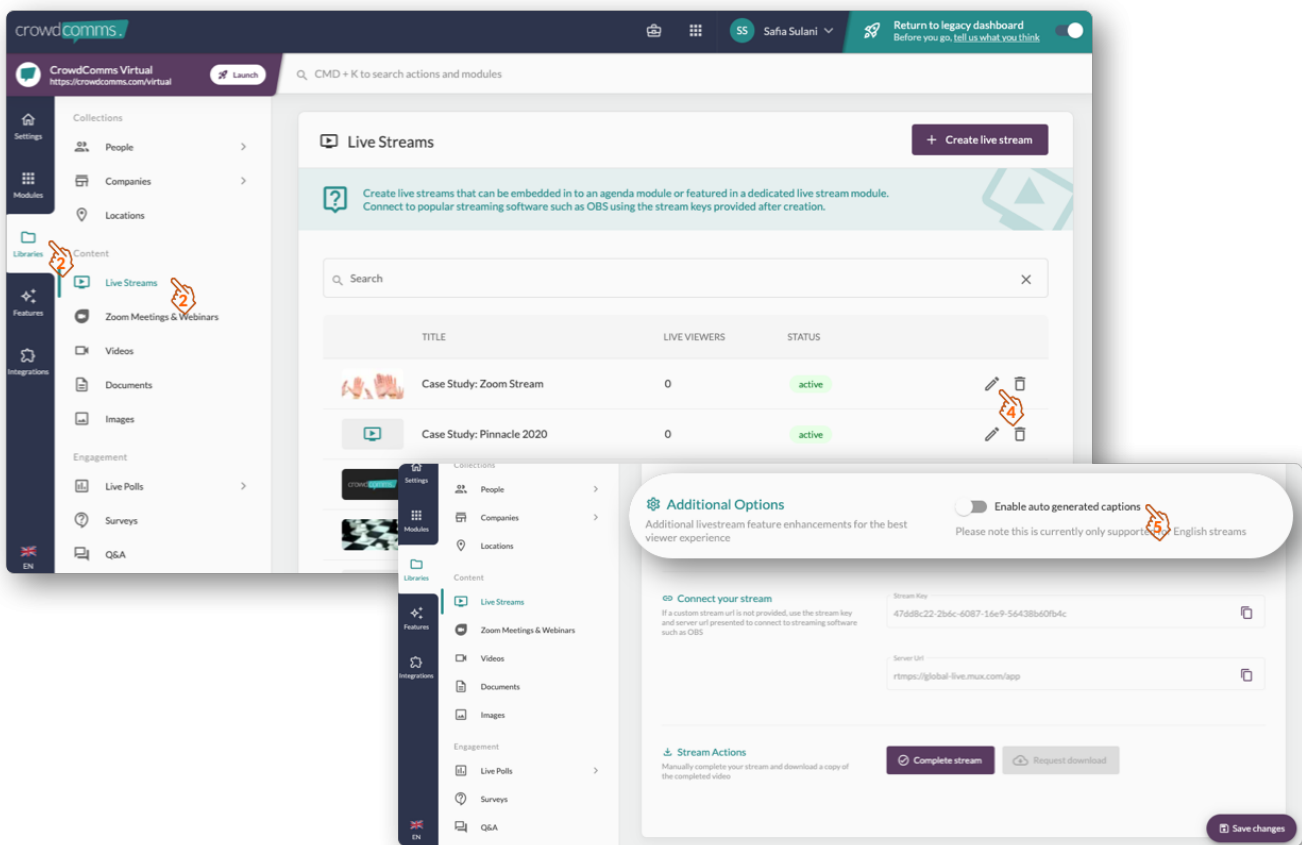# Captions / Live Stream And Pre-Record Subtitles

Switching on Captions on the CMS Dashboard

1. As an event organiser, you can now switch on the AI-generated closed captions to enable viewers with limited hearing ability to enjoy your live-stream sessions.
2. To do this, click on 'Libraries' in the left-hand menu and click on 'Live-Streams', which will appear as an option in the secondary menu to the right.
3. You will then see a list of live-stream videos.
4. Click on the 'Pencil' icon on the video to which you wish to apply the captions feature.
5. Scroll down to the Additional Options session, and you will see a toggle to Enable auto-generated captions.
6. Click Save changes.
7. Please note that this offering currently only works in English-speaking videos. Each toggle setting only applies to the specific live-stream. Therefore, if you have multiple live-streams on your events, don't forget to switch them on by repeating steps 4 and 5.

AI-Generated subs

- Watch Overview Video
- Microsoft STT chat site - https://translator.microsoft.com/

Pre-recorded subs

- Watch Overview Video

Human-generated subs

We make use of a service called MyClearText https://www.mycleartext.com/ to provide accurate, quick and reliable subtitles and captions to live videos.This works by having a stenographer listening directly to the speakers within Zoom/Teams etc. and they then type out the transcription in real-time.

This is then fed back to the stream technician via another piece of software, which can be captured and overlaid on top of the video output.

*Please note there are associated costs for above services.

*English subtitles only provided by MyClearText.

Working with AV / Production Company

If you are working with an external AV / production company to deliver live streaming. The above will need to be managed by them as the captions are embedded within the stream. CrowdComms can only assist with captions where we manage the live streaming.

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