

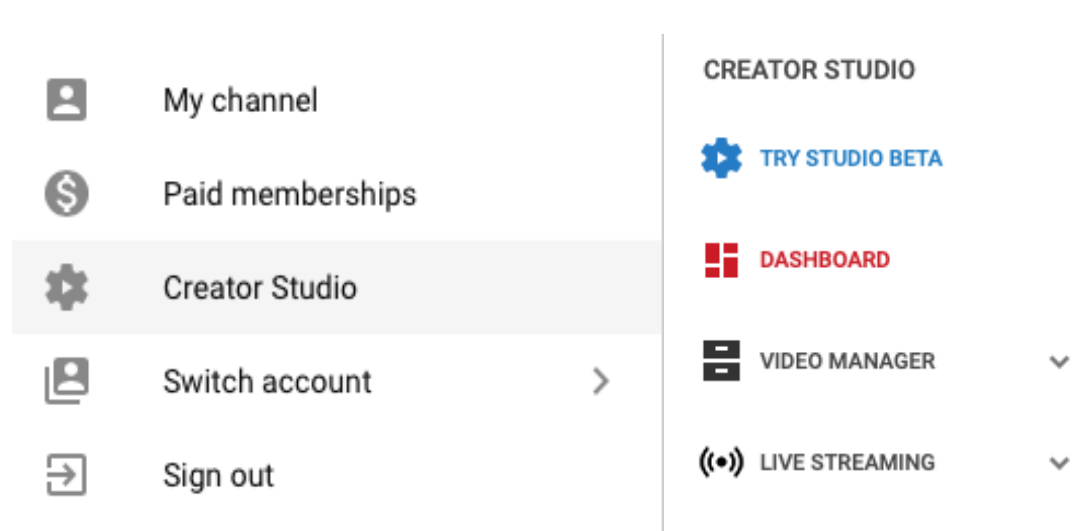
Adding Captions to YouTube Videos

There are **three ways** to add captions to YouTube videos. The easiest and most effective way is to manually adjust the captions for each video. YouTube automatically generates captions for most videos using speech recognition technology however, these captions are rarely accurate. It is best to check and manually make any corrections so your captions are accessible.

To add captions to videos on YouTube, you must be the owner of the YouTube account where the video is hosted. The specific steps for uploading your caption file change frequently as the YouTube interface is upgraded. However, the general sequence is fairly consistent.

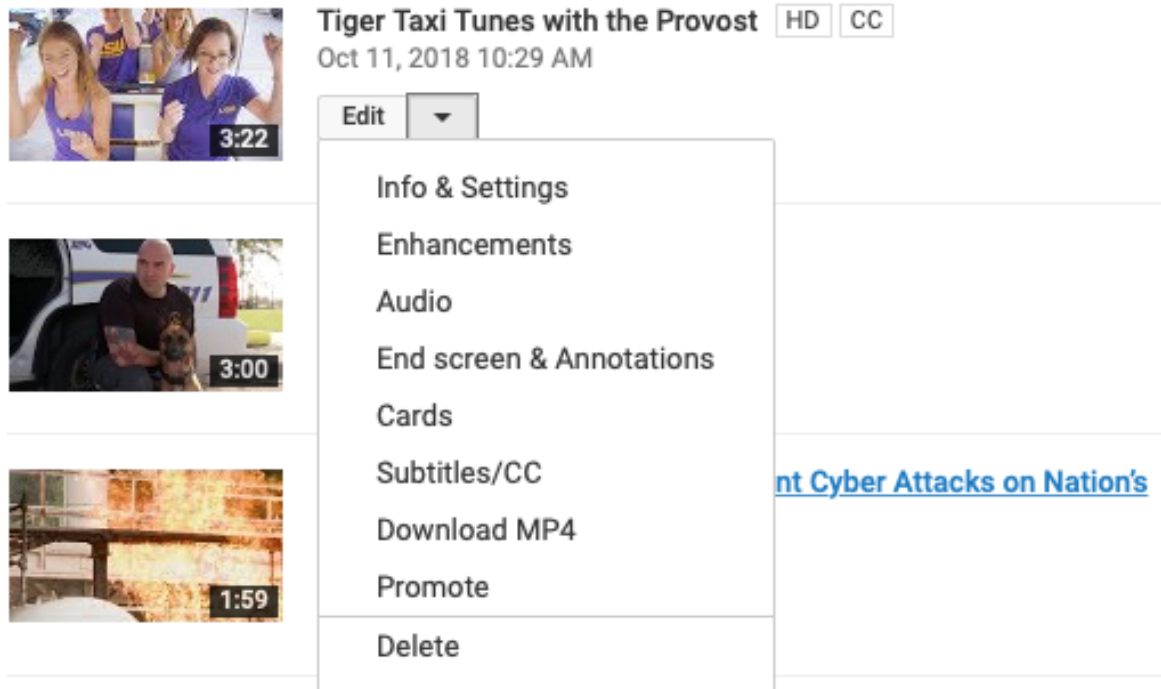
Step 1. Login to YouTube, then go to Video Manager.

Currently Video Manager is located within the **Creator Studio** menu, accessed by clicking your channel icon (located at the top right of the page). **Video Manager** will then appear in the left-hand column.



Step 2. Find the video you want to add captions to, select *Captions*.

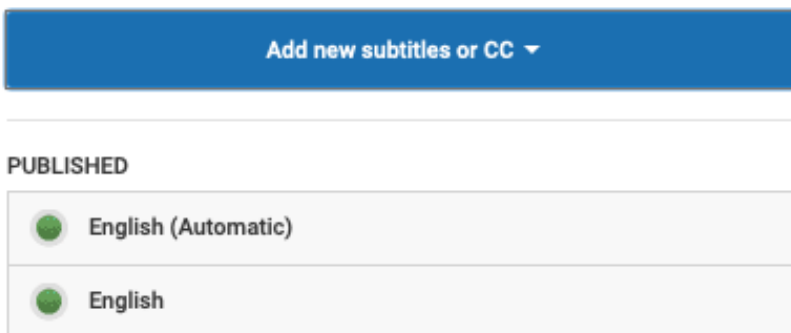
Video Manager features a list of all your current videos. Currently each video includes an *Edit* button. Click on the Edit button to reveal the *Captions* option.



The screenshot shows the YouTube Video Manager interface. On the left, there is a list of three video thumbnails. The first video is titled 'Tiger Taxi Tunes with the Provost' and has a duration of 3:22. The second video has a duration of 3:00. The third video has a duration of 1:59. To the right of the first video, there is an 'Edit' button with a dropdown arrow. The dropdown menu is open, showing the following options: Info & Settings, Enhancements, Audio, End screen & Annotations, Cards, Subtitles/CC, Download MP4, Promote, and Delete. The 'Subtitles/CC' option is highlighted in blue.

Step 3. Upload your caption file OR manually adjust automatic captions.

The *Captions* area within **Video Manager** includes a variety of features for managing your video's captions and subtitles. One of the options is *Upload a File*. Select that option, then follow the prompts to upload your caption or subtitle file and identify the language. After you upload your file the new captions or subtitles will be live on YouTube within seconds.



The screenshot shows the 'Add new subtitles or CC' button, which is blue with white text. Below the button, there is a section titled 'PUBLISHED'. This section contains two rows, each with a green circle icon and a language label. The first row is labeled 'English (Automatic)' and the second row is labeled 'English'.

As another option, YouTube also includes its own caption editor as well as a variety of other features related to captions and subtitles. Typically, YouTube will automatically generate captions that need to be manually adjusted - labeled **English (Automatic)**. You can achieve this by clicking **Edit** on the top right of the page after clicking **English (Automatic)**.


View published subtitles and CC: English

Subtitles/CC source: LSU

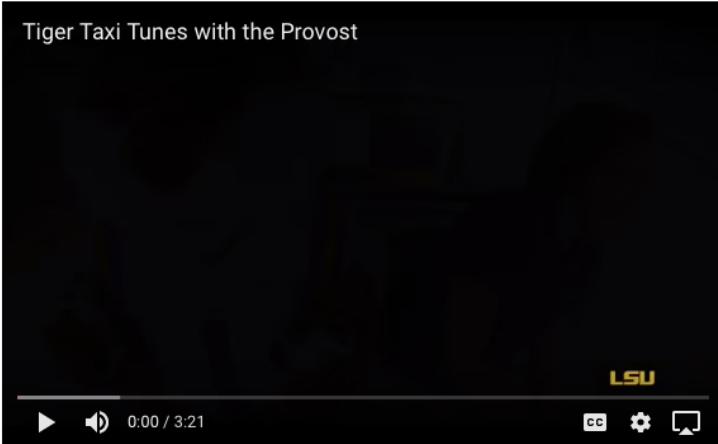
Edit

Unpublish

Actions ▾

0:00.4 0:03.0	Hey can we give you a ride?
0:03.0 0:04.8	Come on! Jump on, we'll take you!
0:04.8 0:05.8	Where are you going?
0:06.4 0:07.3	To the Quad.
0:07.3 0:10.2	Awesome! We're your Tiger Taxi.
0:10.2 0:11.3	Jump on!
0:11.3 0:19.5	
0:19.5	Jump on! You guys want a ride?

Tiger Taxi Tunes with the Provost



LSU

0:00 / 3:21

0:01 0:02 0:03 0:04 0:05 0:06 0:07 0:08 0:09 0:10 0:11

Hey can we give you a ride? Come on! Jump on, we'll take you! Where are you going? To the Quad. Awesome! We're your Tiger Taxi. Jump on!

0:19.5

Jump on! You guys want a ride?

From here, you can manually adjust any typos or timing issues within the video. Be sure to save when you are finished! For troubleshooting, please visit [YouTube's Help Page on Captions](#).