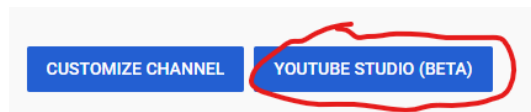


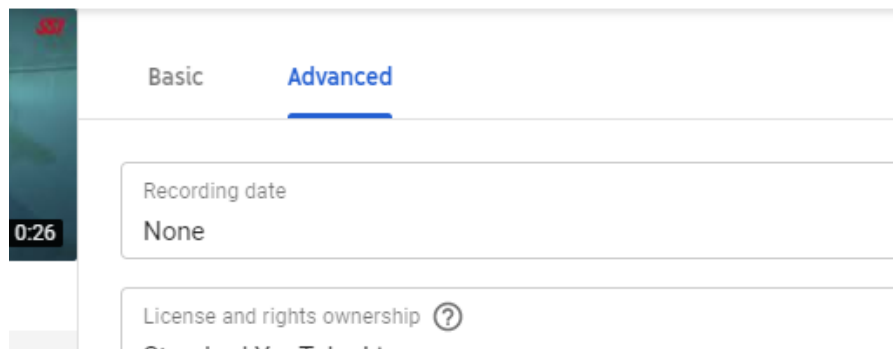


## YouTube Captioning

- 1) Log into your YouTube channel.
- 2) Click "YouTube Studio Beta."



- 3) From the menu at left, click Videos.
- 4) Click to open a video from your Channel.
- 5) Click the "Advanced" tab.



- 6) If you see "English by YouTube (automatic)," that means that YouTube has auto-generated captions for your video. These MUST be replaced or edited for accuracy.

Original video language, subtitles, and CC

Video language  
English

To manage other languages, go to [transcriptions](#)

Subtitles and CC for original video language ?

English by YouTube (automatic) ⋮

[UPLOAD SUBTITLES/CC](#)

- 7) Click the three dots to the right of English by YouTube to either Delete or Edit the auto-generated contents.

8) **If you have an SRT caption file:**

- a. Choose "Delete."
- b. Click the Upload Subtitles/CC to upload the SRT file.
- c. Click Save and the captions are now embedded in your YouTube video.

9) **If you are editing the auto-generated captions:**

- a. Choose "Edit on Classic Studio."
- b. When the video opens in Classic Studio, Click "Edit" in the upper right corner.
- c. Select the line that needs repair in the captioning editor text box, and make the necessary edits.
- d. You can change the timing by changing the timecode values or by clicking and dragging the vertical dividers below the video.
- e. Click the PLUS sign to add additional caption segments until your video is correctly captioned.