

## Captioning Options at Ohlone College

Effective Fall 2021

Ohlone, in conjunction with the Chancellor's Office, support five captioning options for instructional videos. They are Canvas Studio, VoiceThread Pro, Rev, and Zoom. For auto-captioning services, **Canvas Studio** is the recommended and preferred software. If you have questions about which captioning options will meet your needs, contact [eCampus](#).

Here is a brief overview of Ohlone supported captioning options:

### Canvas Studio

Instructor-generated instructional videos can be [created on the spot](#) and Canvas Studio will [generate the captions](#). Alternatively, existing instructor-generated videos can be [uploaded into Studio](#) and captions can be requested. Watch for eCampus workshops on using Canvas Studio.

In addition, eCampus can offer support in editing captions on your short videos that are stored in Canvas Studio. [Contact eCampus](#) to make a request.

### VoiceThread Pro

Ohlone has a VoiceThread account that is fully integrated with Canvas and automatically generates captions for both you and your students. These captions are created with minimal delay. You will need to edit these captions for accuracy. Watch for workshops on VoiceThread throughout the Spring or [contact eCampus](#) for one-on-one support.

### Rev

For external videos that are not copyright protected, we will continue to offer Rev (paid captioning service) as an alternative.

- Because there is a charge for this service, employees must complete the [Canvas Support for Faculty Ticket](#).
- Request will be reviewed by the eCampus Executive Dean LaManque before services are submitted to Rev for processing.
- Faculty will upload their video to OneDrive and then enter the shared link ("Anyone can edit") on the form so the file can be uploaded to Rev.
- Faculty will receive a .srt file (text subtitle file) usually within 3-5 business days, depending on the length of the video.
- Faculty will be responsible for merging the .srt and the video file in Canvas Studio or another video platform of their choice.
- Ohlone College is no longer using Vimeo. You will need to house your videos in a platform such as YouTube, Canvas Studio, or Vimeo.

## Zoom

Zoom provides a transcript that can be edited and downloaded as a .srt file. The video and edited caption file would need to be merged in Canvas Studio or another video platform of their choice.