

HOW TO ADD CLOSED CAPTIONS TO VIDEO STREAMING PLATFORMS



1. Sign in to the Zoom web portal.
2. In the navigation panel, click **Settings**.
3. Click the **Meeting** tab.
4. Verify that **Closed Caption** is enabled.
5. If the setting is disabled, click the toggle to enable it. If a verification dialog displays, click **Turn On** to verify the change.

Note: If the option is grayed out, it has been locked at either the group or account level. **You need to contact the person who originated the Zoom Meeting (your teacher)**

<https://support.zoom.us/hc/en-us/articles/207279736-Getting-started-with-closed-captioning>



1. In the Meet window, click Turn on captions 
2. or Turn off captions 
3. You might have to click More first. 

Tip: If the captions are covered by your call controls, click anywhere else inside the Meet window to dismiss them.

Note: If your teacher records a video meeting, captions may not appear when you play the recording. **You will need to contact the teacher for additional support.**

<https://support.google.com/meet/answer/9300310?co=GENIE.Platform%3DDesktop&hl=en&oco=1#>

THINK YOU NEED MORE INFO?

Check out:
<https://tinachildress.wordpress.com/2020/03/22/how-to-caption-your-videos/>



1. During an audio or video call, select the **more** + button.
2. Select **Turn subtitles on**.

To view your subtitle history during a call, select the chevron above where your subtitles are shown. A side panel on desktop or call history panel on mobile will open displaying your subtitle history for that call.

<https://support.skype.com/en/faq/FA34877/how-do-i-turn-live-captions-subtitles-on-during-a-skype-call>