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

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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#

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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.