Automatic Caption Videos in Panopto

Panopto has the ability to add Automatic Speech Recognition (ASR) generated captions to your recordings. This guide outlines the process of importing the ASR captions into a video using the editor, so you can edit them.

Important Note:

Machine-generated captions are not the same as human transcription and accuracy is highly dependent on the audio quality, pronunciation and language used. It is strongly recommended that automatic captions be revised and edited to ensure they are 100% accurate.

We recommend that you first test the automated caption feature for your recording. If you find the returned captions are highly inaccurate, you can remove the captions by selecting the Revert button in the top right corner of the editing screen.

---

1. Open the video in the Panopto editor.
2. On the left-hand side of the screen, click on the **Captions** tab (See Figure 1).
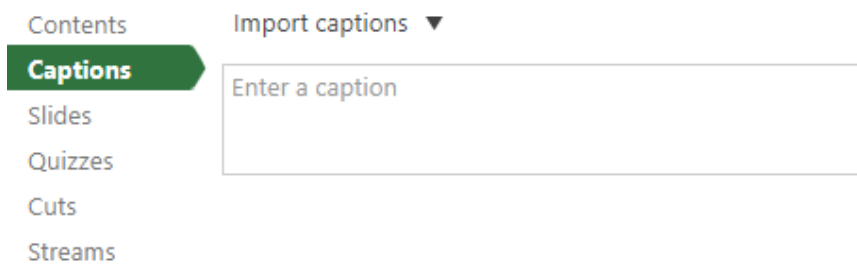

Figure 1.

3. If no captions currently exist for this session, import the machine-generated captions by selecting Import Captions > **Import automatic captions** (Fig. 2). **Note**: If captions already exist for the session, you will see the option **Replace with automatic captions**.
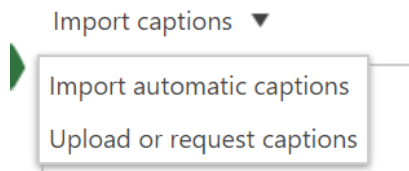

Figure 2.

4. To edit or delete the caption, hover over the appropriate caption and click the three dots where the **Edit** and **Delete** buttons will appear (Fig. 3).
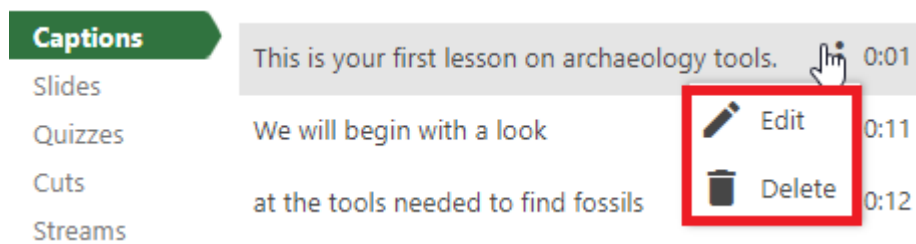

Figure 3.

5. If you choose to edit the caption, the following screen will appear. You can edit the time and caption from this screen (Fig. 4).
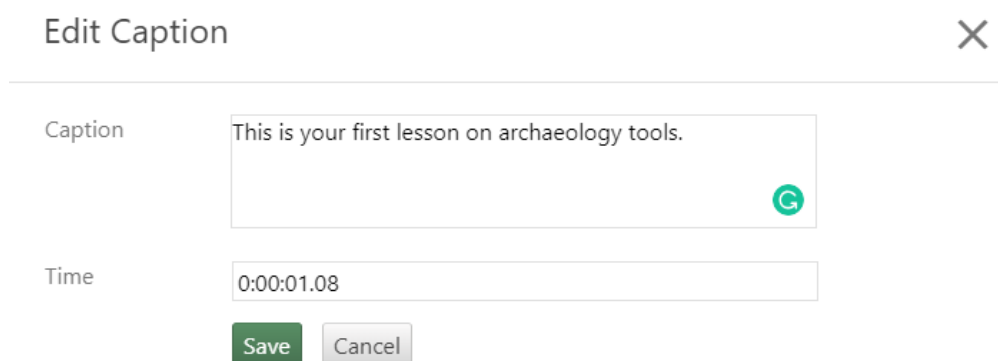

Figure 4.

6. Once you have added all the caption you want, click the **Apply** button in the top right-hand corner to show them to your viewers (Fig. 5).
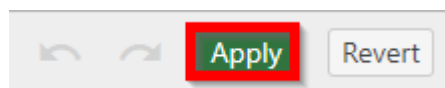

Figure 5.