

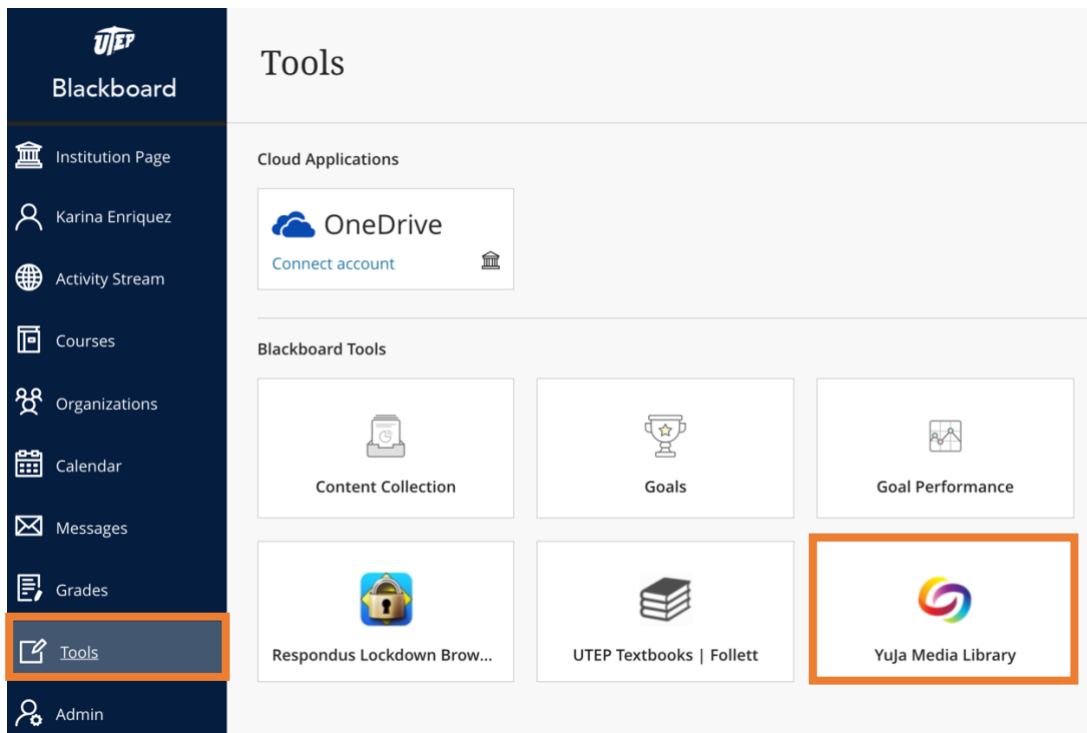


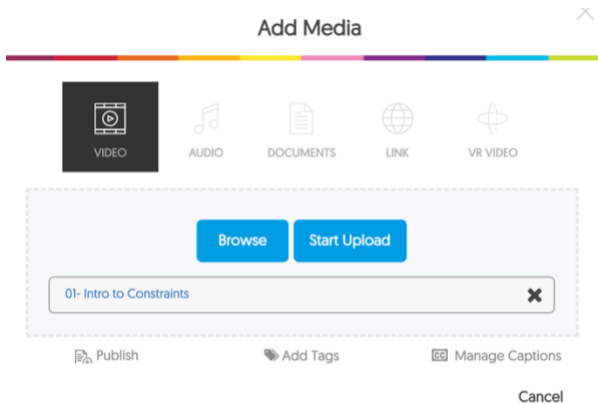
Closed-Captioning Videos with YuJa

YuJa, Blackboard's video management system, auto-captions or creates a word-by-word searchable transcript of videos to meet Universal Design and ADA guidelines. Once a video is uploaded to the platform, all you might have left to do is correct a few voice recognition errors for increased accuracy.

Upload a Video

Open the YuJa Media Library. In Blackboard, select **Tools** from the main menu followed by **YuJa Media Library**.





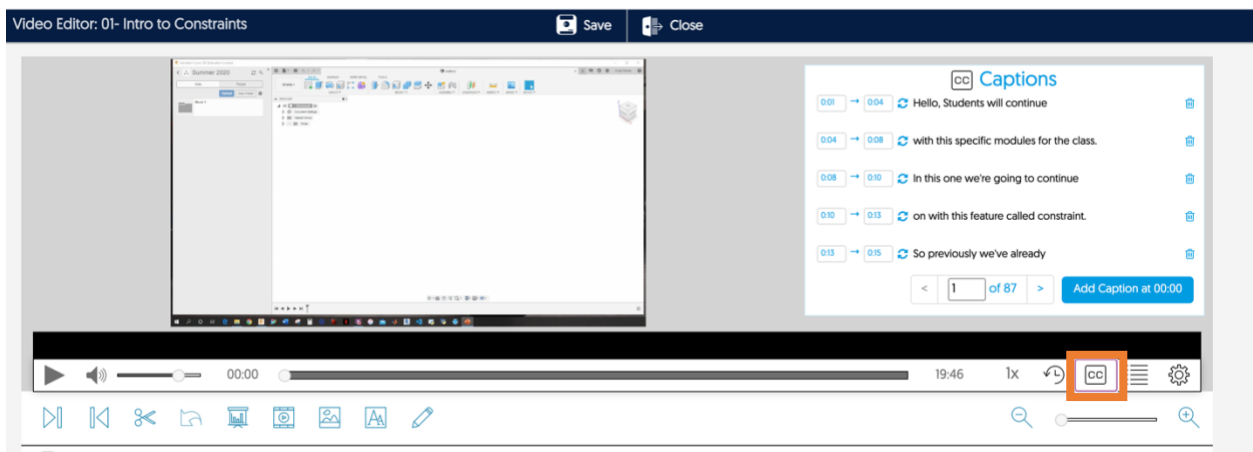
From the YuJa Media Library, simply drag and drop a video file onto the page. You can also select **UPLOAD** from the top of the page. Click **Browse**, find video, and select **Start Upload**.

NOTE: Under **Manage Captions**, make sure **Select Captioning Method** is set to **Auto Caption**.

[Watch Uploading Media video](#)

Review/Edit Auto-Captioning

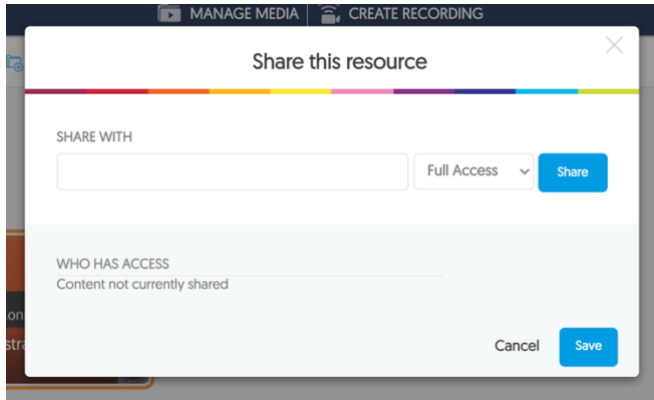
It will take the system some time to upload and auto-create the captions. Once the video has finished uploading and processing, hover over the video that you would like to review and/or edit. Next, click **Edit** to open up the Video Editor. Click the **CC** button to pull up all the closed-captions.



In the Video Editor, you may adjust the start and end times for each closed-caption line, change the closed-caption texts to correct wordings or grammar, and remove or add a new closed-caption line. Once done, click the **Save** button to save all the new changes.

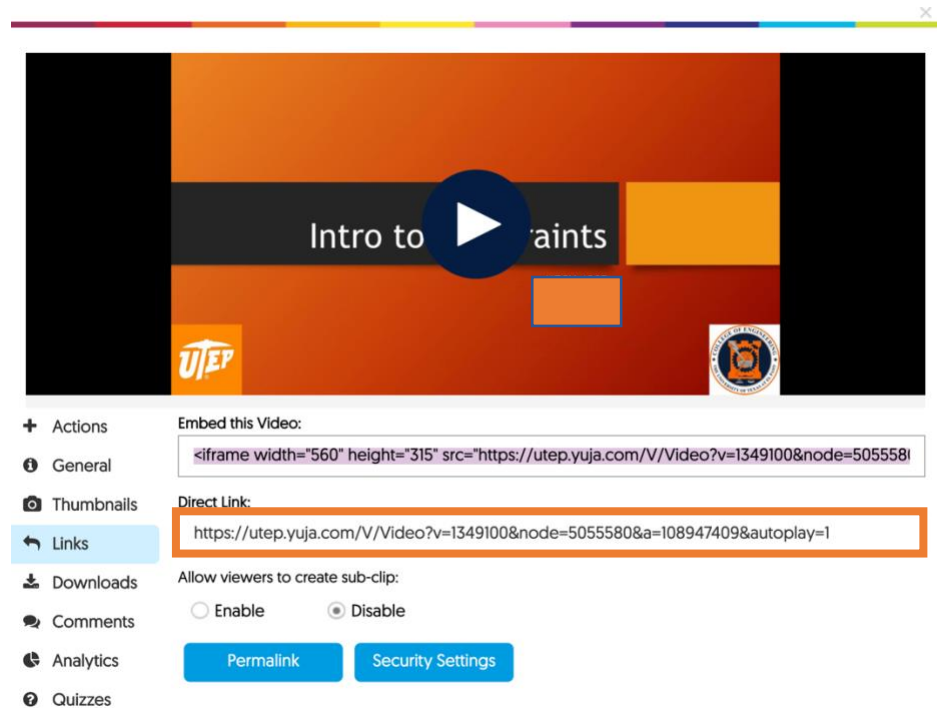


Share a Video



To share your video with other users such as your Instructional Designer, first hover over the video in your media library and select **Share**. Under **Share With**, enter the user's name or email address, select the level of access (Full Access, Edit Access, or Read Only) and click **Share**. Once you've entered the user(s) click **Save**. This method allows you to give others editing permissions.

If you are simply sharing the video for viewing purposes, you could also share it as a link. To do so, hover over the video, select **More** followed by **Links**. Copy and paste the **Direct Link** into an email and send.



 [Watch Sharing Media video](#)