

## Creating Captions Manually or with Camtasia

Creating your own captions can be time-consuming. Below are some tips that might help make the process quicker.

### When Creating Your Own Videos

- After creating a PowerPoint presentation, use Camtasia to record your narration instead of PowerPoint. Use the voice training feature to enable Camtasia to create more accurate captions from your voice. **Please note:** *Captions autogenerated by Camtasia are usually not accurate because it takes at least 4-5 hours of voice training for the system to learn your voice. It might be easier and faster to allow YouTube to caption your videos, or to use other third-party solutions.*
- If you are not narrating your presentation on-the-fly, write up a transcript. You can then upload the transcript to Camtasia and synch it to the audio.
- The same process should be followed after creating a video by recording the screen.

### When Creating Captions for Existing Narration

- If you have a transcript, upload the transcript and synch it to the audio.
- If you do not have a transcript, use YouTube to create the captions (see page 13) and then import the caption file into Camtasia.
- Type in captions manually, line by line.