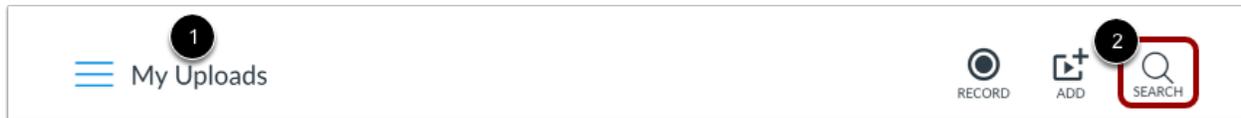


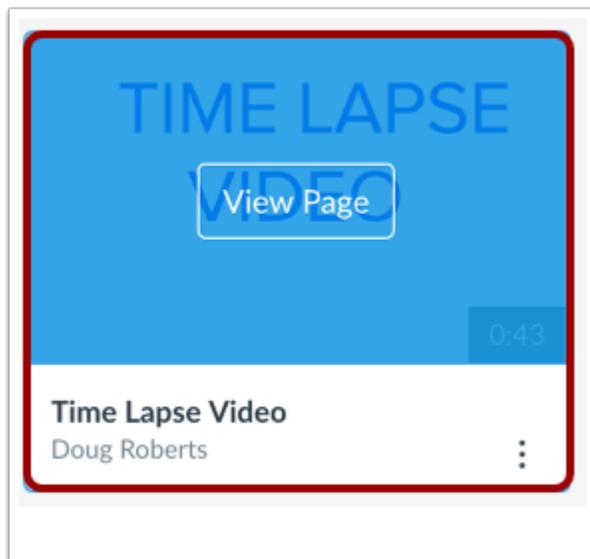
# How do I add captions to media in Canvas Studio?

## Locate Media



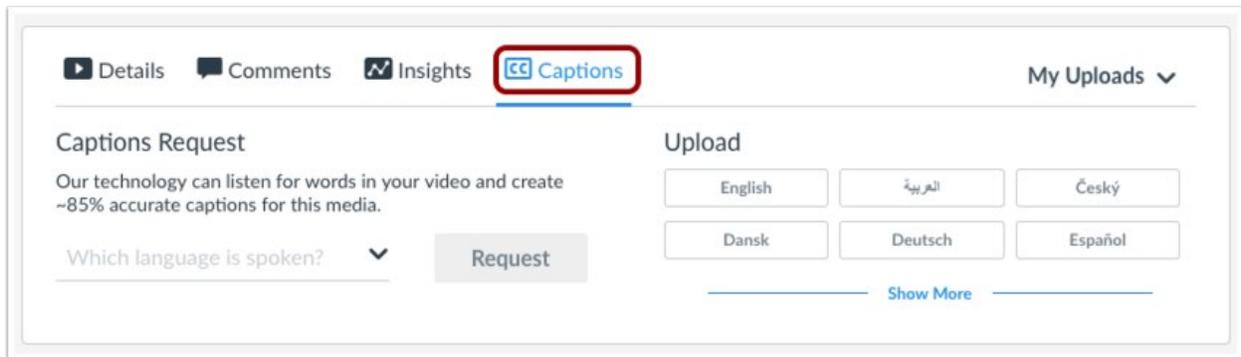
In your Studio account, locate the media you want to view. You can view your uploaded media on the My Uploads page [1], or search for the media in the search field [2].

## Open Media



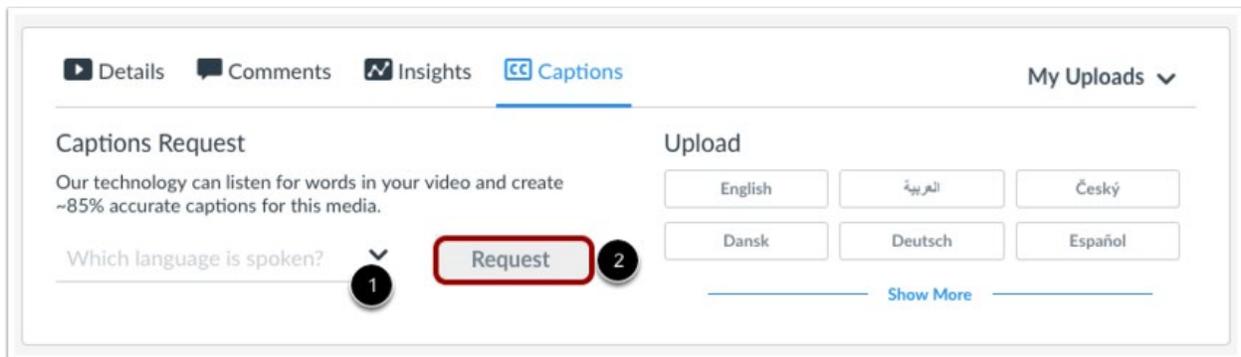
Hover over the media and click the **Play** image.

## Add Captions



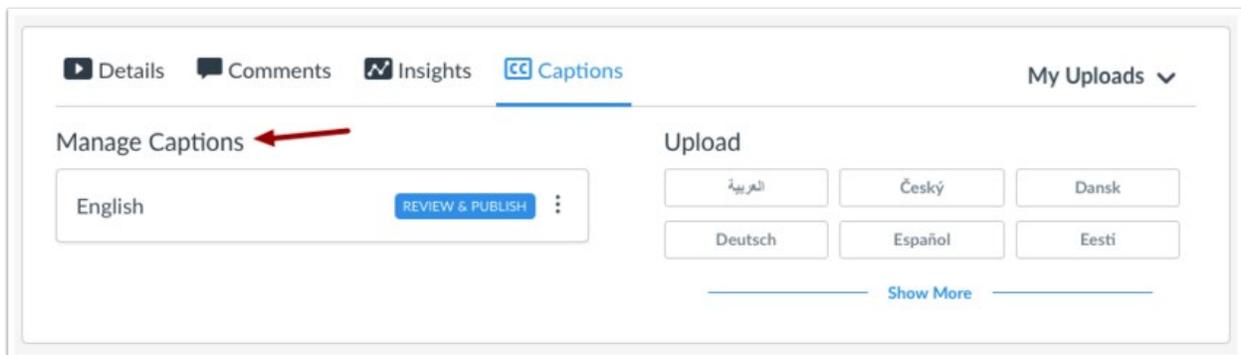
To generate or upload captions, click the **Captions** tab.

## Generate Captions



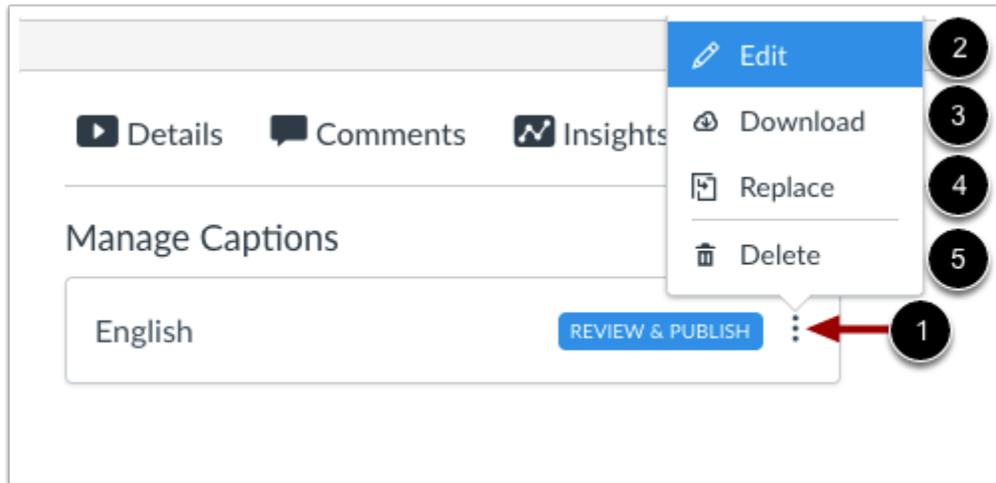
To automatically generate captions for your media, choose the spoken language [1] and click the **Request** button [2].

## View Captions



After your caption file has been queued and processed, your generated caption file will appear in the **Manage Captions** section.

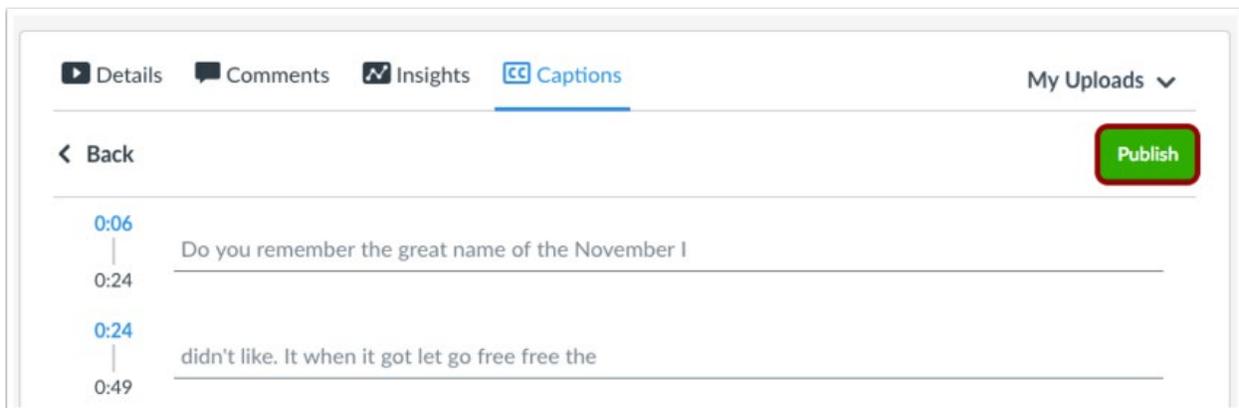
## View Caption Options



To view more options for the caption file, click the **Options** icon [1]. To review and publish the captions, click the **Edit** link [2]. When you are editing the auto-generated caption file, the media file will automatically pause until you click the next timestamp.

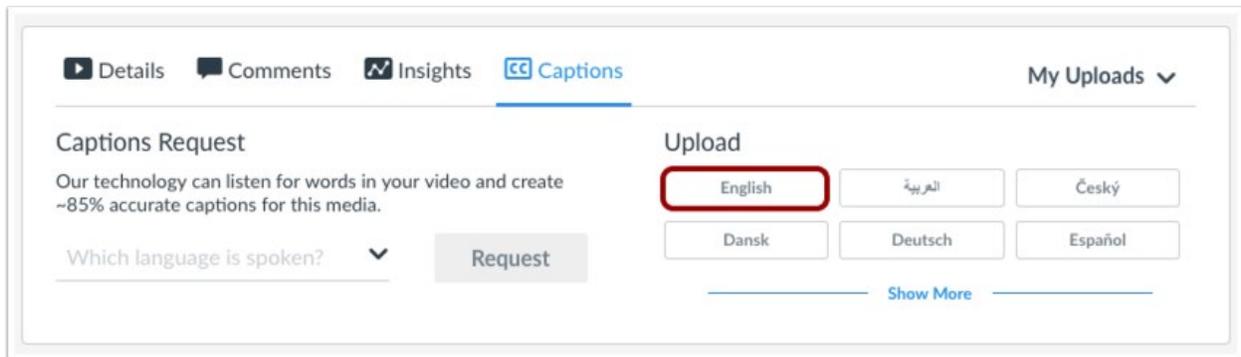
You can also download [3], replace [4], or delete [5] any caption file.

## Review and Publish Captions



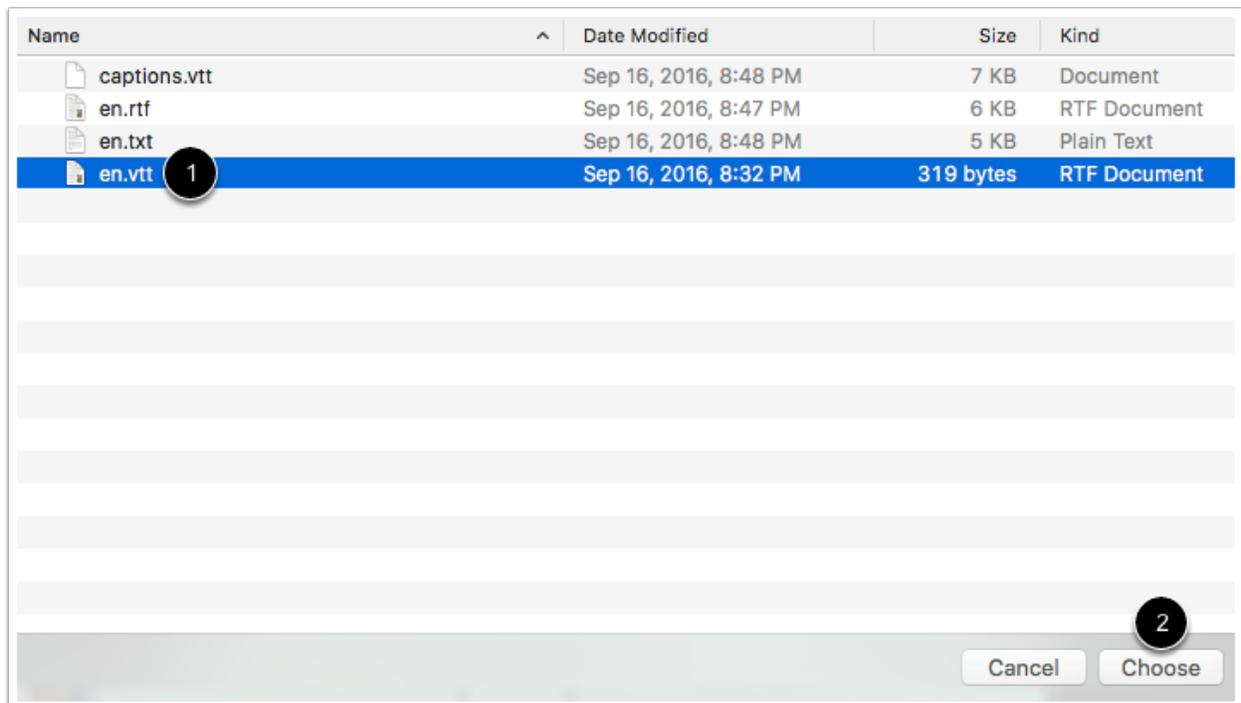
Review the generated caption file and click the **Publish** button. Any additional changes made to the caption file after it is published will be saved automatically.

## Upload Captions



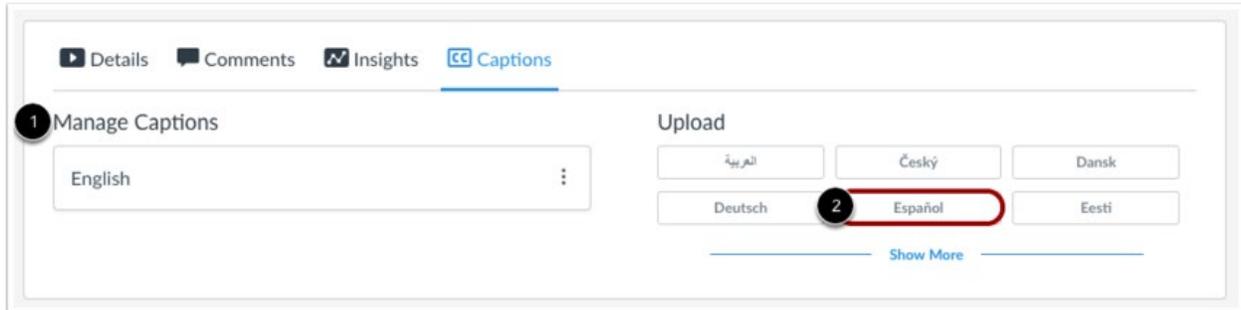
To upload a caption file, click the language button for the caption file you want to upload.

## Select File



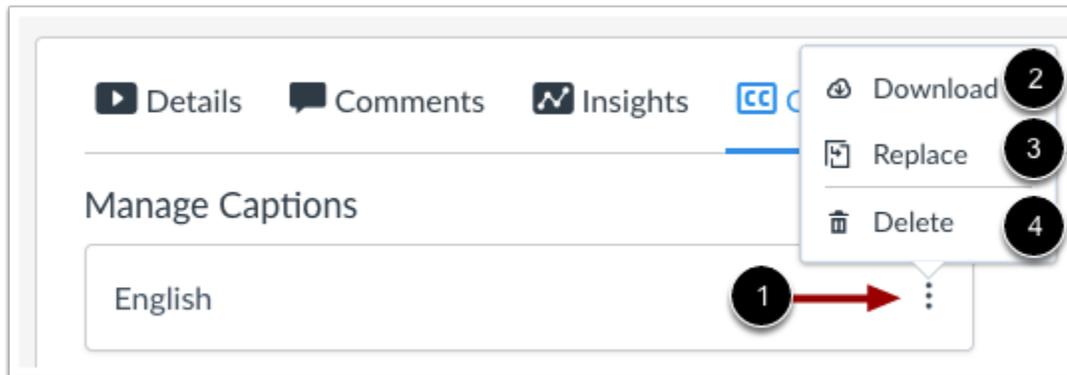
Locate and select the file on your computer [1]. Click the **Choose** or **Open** button [2].

## View Captions



Your caption file will appear in the **Manage Captions** section [1]. To upload a caption file for another language, click the language button for that language [2].

## View Caption Options



To view options for a caption file, click the **Options** icon [1]. You can download [2], replace [3], or delete [4] any caption file.

## Enable Captions



To toggle captions in your media, click the **Captions** icon [1]. By default, captions are off.

To select a language, click the language you want to view [2].