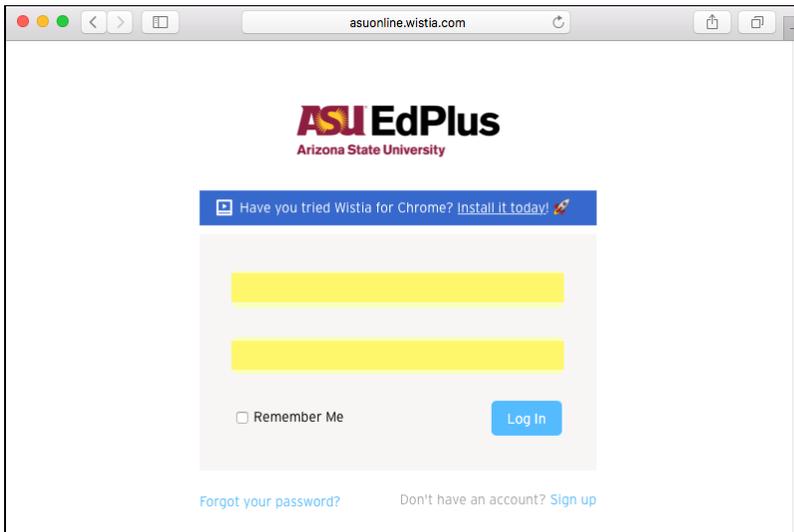# Requesting Computer Generated Captions for Videos in Wistia
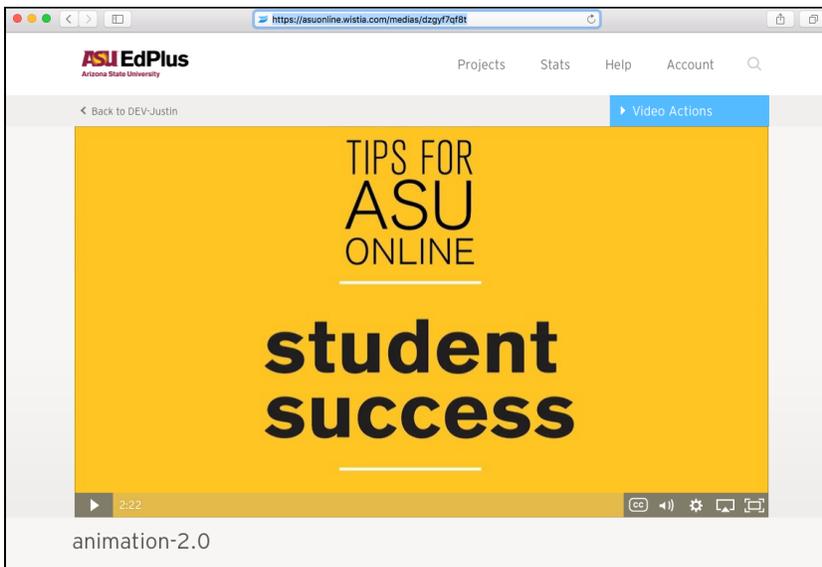
This step-by-step visual tutorial guide will walk you through how to submit videos for computer generated captions for videos in the Wistia media server.

Step 1: Log into the Wistia video manager

Visit asuonline.wistia.com and log in to see your video projects.

Step 2: Navigate to the video you want to submit for captioning

Leave this window up in your internet browser. We will need the direct link in the top web address part of the browser.

Step 3: Fill out the request form
Visit the webpage onlinestudio.asu.edu/caption-request and fill in the information.

Wistia Automated Video Caption Request
Fill out this form to request computer generated captions for videos in the Wistia media server.

Your Name *

First   Last
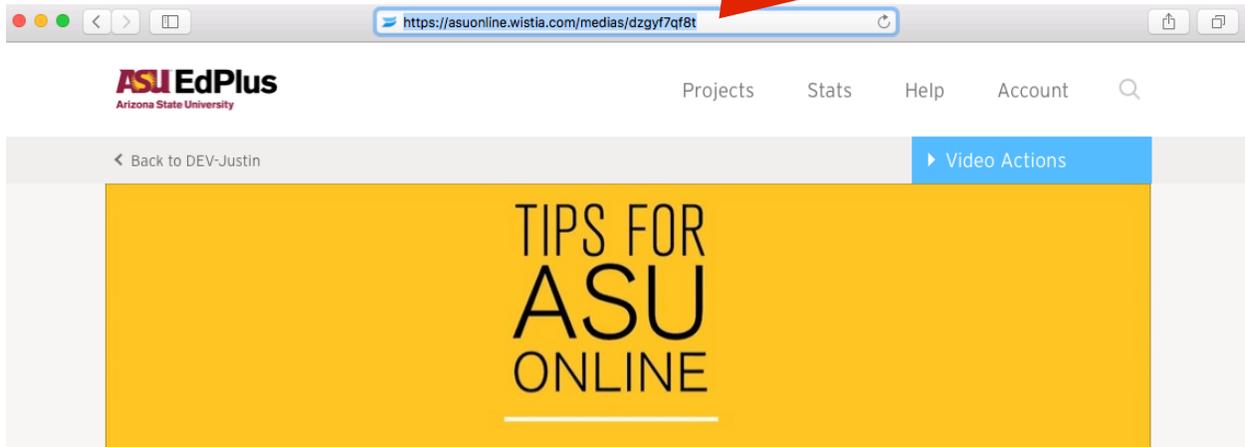
Your Email *

What is your course prefix?

Who is your assigned Instructional Designer from ASU Online?
Don't Know

Please paste in the Wistia video links or the Wistia project link.
https://asuonline.wistia.com/medias/dzgyf7qf8t

Submit

The last box on the form is requesting the video link, paste the video link from Wistia.

https://asuonline.wistia.com/medias/dzgyf7qf8t

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Arizona State University

Projects   Stats   Help   Account

‹ Back to DEV-Justin   ▶ Video Actions
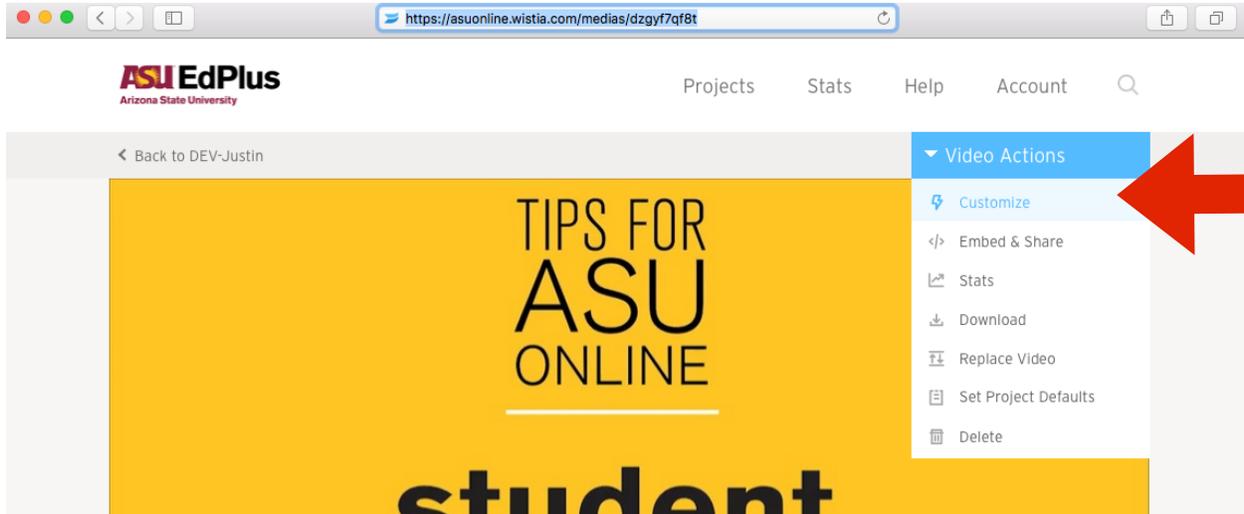
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QUICK TIP: You can also past in the project link (the page with all videos too) to have all videos in that project submitted for captions.

Step 4: Captions are generated.
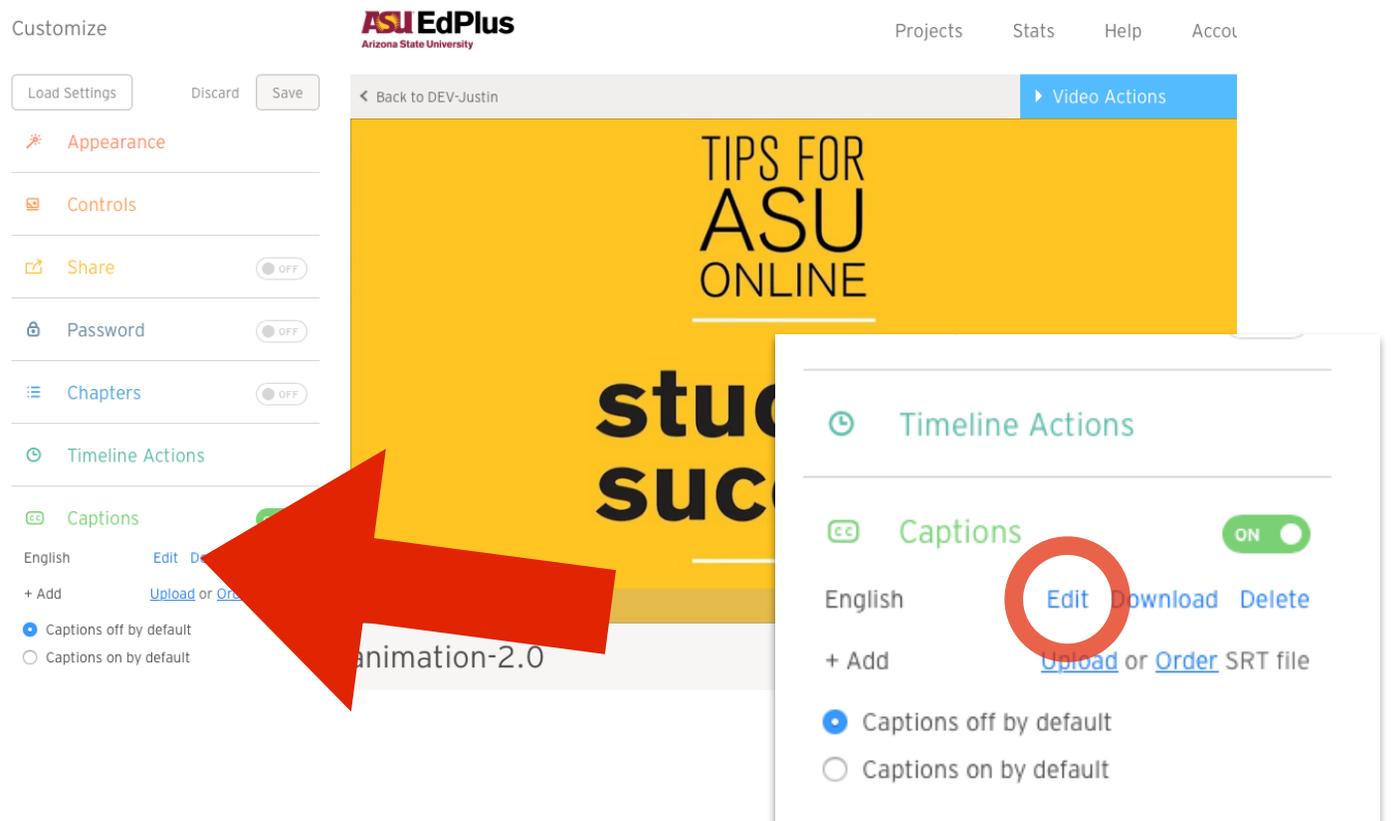This step can take up to 48 hours.

Step 5: Quality check and corrections.

After 48 hours navigate back to the video in Wistia. Under the video actions tab, select CUSTOMIZE.
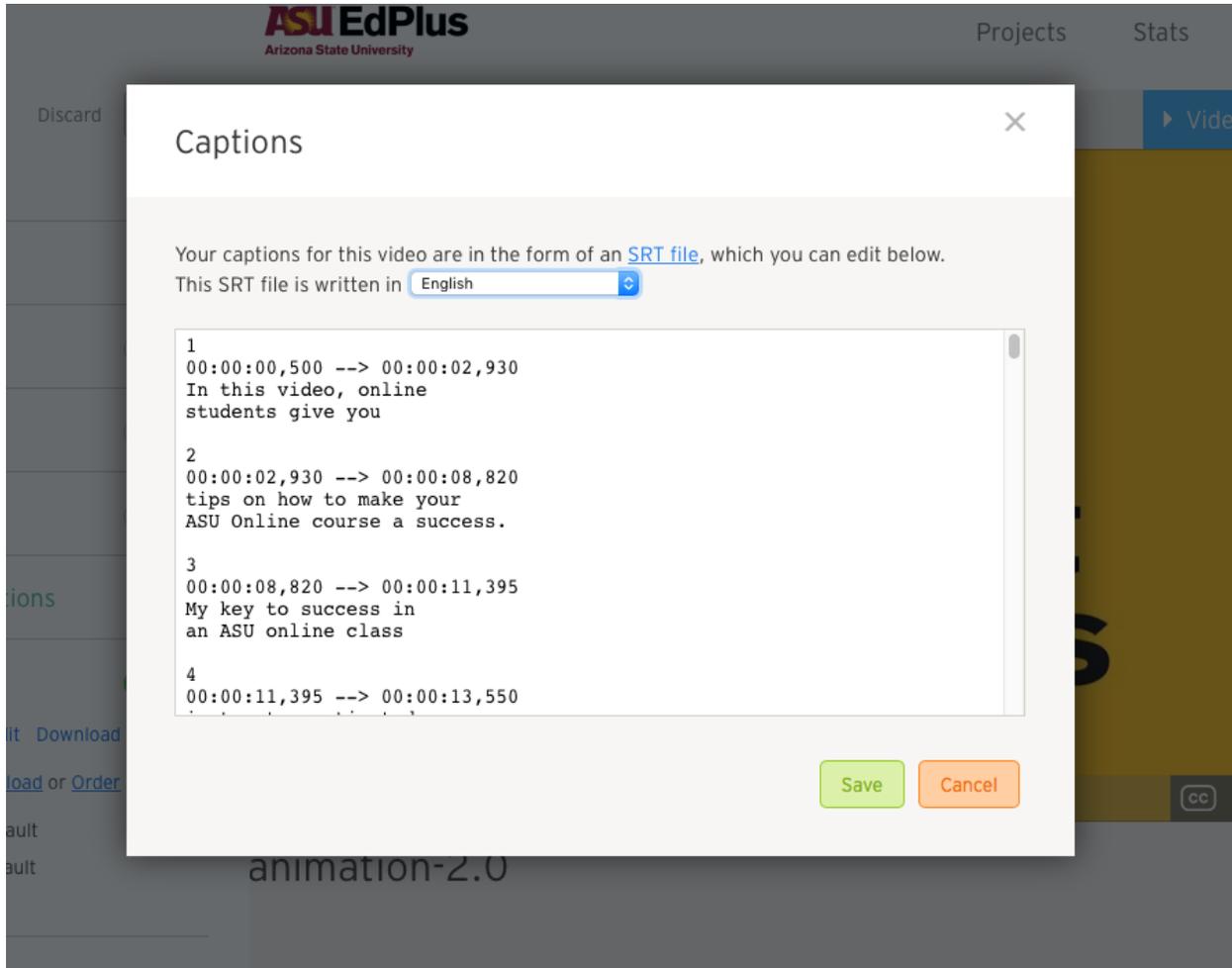

Step 5.1: Navigate to captions editor

In the CUSTOMIZE panel, the bottom line says CAPTIONS and there is a line for "English". To the right of that is a clickable text that says "Edit". Click that.

Step 5: Review transcript

With the transcript editor you can review all words for accuracy, spelling, and punctuation.
Please read over the transcript and when you are done click the green SAVE button.

****SPECIAL NOTE**** Do not move the words to different areas in the transcript or change any of the time code as that will cause the captions to act unpredictably in the video player.

Conclusion:
The captions are now accurate and updated on the video. Reloading the page or navigating to the video in the course will show the updated video captions.

This completes the tutorial for submitting a request for computer generated captions and then also how to edit those captions.