

Multimedia

Accessibility

Captioning Guide



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DOCUMENT DESCRIPTION

Overview

The content of this guide will give you the basics of captioning video in post-production and real time production. It will include resources created by the CSU as well as other organizations, such as Automatic Sync Technologies. Tools will be suggested and where possible, training will be provided for using them.

Prerequisites

Basic understanding of media production is required.

Objectives

The training modules will give you the knowledge necessary to caption video by using Automatic Sync Technologies for your caption files, how to use Automatic Sync Technologies to get transcripts and caption files, tutorials on captioning in Flash, and a listing of Tools that can be used in a variety of situations to meet captioning needs.

FLASH VIDEO CAPTIONING

Introduction

This module, created by of CSU Long Beach, provides a list of tools required to publish your own video to the web. All but one of the required software applications are available at no charge, either as an element included with your computer's operating system (e.g. Windows Movie Maker, WordPad, FTP application) or as a free download off the web (MAGpie2). However, the most essential application required for publishing FLASH video to the web is not free. That is the Adobe CS3 FLASH Professional, which includes the Adobe CS3 FLASH Video Encoder.

Besides a list of required tools, detailed step-by-step instructions are presented on how to start with a video file on your local computer and eventually publish it out to a common web server.

The Tools

FLASH CS3 Encoder

Flash CS3 Encoder from Adobe (stand alone application that is included with FLASH CS3 Professional). Be sure to read the [Best Practices for FLASH Video Encoding](#) document made available from Adobe.

Text Editor

WordPad (or text editor of your choice). It is convenient to use the XML editor built into **Dreamweaver**.

MAGpie2

MAGpie2 can generate the required *. Dfxp.xml (Distribution Format Exchange Profile) text file. MAGpie2 (Media Access Generator) is a free download from the WGBH National Center for Accessible Media. Make sure to follow the Magpie2 instructions carefully. However, you are probably better off ignoring the instruction to install the GRINS player. GRINS are no longer free. Just use QuickTime.

FLASH CS3 Professional from Adobe

This will include the **FLASH CS3 Video** Encoder as an included but separate file and, depending on which configuration of the CS3 suite you purchased, you may also have the **Dreamweaver** application available.

FTP (File Transfer Protocol) application

You can use any one of several FTP applications available. If you are developing websites with **Dreamweaver**, use the built in file upload feature. Other possibilities are the **FireFTP** extension for the **Firefox** browser, the latest version of **Internet Explorer** (see **Bonus Material** at the end of this document), **WS_FTP** for Windows PC's, or **Fetch** for Mac computers.

The Process for Using the Tools

Video Editor

Make a beautiful video and save it as a Windows *.avi file or a Mac QuickTime *.mov file. [NOTE: Replace the asterisk with a word of your choice.] Save this file in a new, empty folder. For purposes of this tutorial, call the folder "flash."

Adobe CS3 FLASH Video Encoder (included as part of Adobe CS3 FLASH Professional)

- step 1.* Convert the video file to the FLASH *.flv format:
- step 2.* Launch the Adobe CS3 FLASH Video Encoder
- step 3.* File/Add. . .
- step 4.* Browse to the AVI file you want to convert to FLV
- step 5.* With the file selected in the encoder dialog box, click on the SETTINGS button.
- step 6.* Select the ENCODER PROFILES tab
- step 7.* Select Flash 8, low quality (150 kbps)
- step 8.* VIDEO tab: check Deinterlace
- step 9.* Select the CROP AND RESIZE tab
- step 10.* Check resize video. Select dimensions. [See [Adobe Best Practices](#)]
- step 11.* Edit/preferences . . ./Place output file in . . ./ (designate the newly created "flash" folder)
- step 12.* Click **OK** and then Click **START QUEUE**

Text Editor

Write a script for the narrator and save it as a plain text document (*.txt) with a blank line after each line of text. Any instances of music or sound effects should be indicated as a parenthetical entry as if it were a line of text. Save this file in the "flash" folder.

MAGpie2

Generate the required *.dfxp.xml (Distribution Format Exchange Profile) file by pulling the AVI and TXT files into MAGpie2:

- step 1.* Launch MAGpie2
- step 2.* File/New Project. . .
- step 3.* Base Media/browse to the AVI file and select it (not the FLV file)

- step 4.* Media Toolkit: Apple QuickTime Player
- step 5.* Text color: Yellow (this is just a temporary selection)
- step 6.* Video width and height (set this to match your video, usually 720 X 480)
- step 7.* Caption width and height can be anything for now (e.g. 720 X 80)
- step 8.* Click OK
- step 9.* Click OK
- step 10.* Captions/Insert captions from file. . .
- step 11.* Browse to the *.txt file that has a blank line after every line of text.
- step 12.* If the first line of narration starts with the start of video picture, select the empty row and delete it with: Captions/Delete selected row(s) from table.
- step 13.* (Optional) Identify the speaker by typing her name or title into the appropriate cell in the Speaker column.
- step 14.* (Optional) Identify the speaker by typing her name or title into the appropriate cell in the Speaker column. NOTE: It is often the case that **F9** will be depressed immediately after hitting the play button to insert the first line.
- step 15.* Check your work by sliding the playback head to the left (time 0:00:00.00) and pressing the green playback button. [if the captions don't show up under the video go to Playback/Hide Player and then Playback/Show Player]
- step 16.* File/Save (to save the project)
- step 17.* Export/Adobe Flash – W3C DFXP
- step 18.* Exit MAGpie2

Adobe CS3 Flash Professional

Use the FLASH video file (*.flv) with the coded transcript file (*.dfxp.xml) to generate a web page that plays an embedded video with closed captioning.

- step 1.* Launch Adobe CS3 FLASH Professional
- step 1.* File/New. . .
- step 2.* Select Flash File (ActionScript 3.0) and click OK
- step 3.* In the Properties inspector, adjust the stage size to accommodate the FLV video file with play controls, text box for captions, and text box for optional title. Add pixels to taste. (e.g. 800px X 340px)
- step 4.* Set the stage color to a light grey (#EFEFEF)
- step 5.* File/Import/Import Video. . .
- step 6.* Browse to the video file (*.flv) and select it, then Click NEXT
- step 7.* Select “Progressive download from a web server” and click NEXT
- step 8.* Select the skin called SkinUnderAll.swf and then select a skin color, click NEXT
- step 9.* Click FINISH
- step 10.* Drag the video into position (e.g. lower left corner of the stage). You can use the keyboard’s arrow keys to move the video around the stage in small increments.
- step 11.* Select the T (text) tool and set the text properties to: Static text. Select other properties to taste.
- step 12.* Drag out a text box that will hold a title above the video.

- step 13.* Type in a title and then click on the selection tool to allow placement of the text box, utilizing the keyboard's arrow keys.
- step 14.* Select the T (text) tool and set the text properties to: Dynamic Text, Multiline, style with something appropriate for captions and then drag diagonally across the stage to create the box to hold the captions.
- step 15.* Create an <Instance Name> (e.g. "words" without the quote marks) for the captions text box.
- step 16.* Click the selection tool and then click on the captions text box. This will allow you to specify the box dimensions (e.g. W:380 by H:240). Move the box to position with the arrow keys.
- step 17.* File/Save (save the *.fla project file in the "flash" folder)
- step 18.* Make sure you can see the components window (Window/Components)
- step 19.* Double-click FLVPlaybackCaptioning
- step 20.* With the FLVPlaybackCaptioning selected, click on the Parameters Tab:
- step 21.* autoLayout: **false**
- step 22.* CaptionTargetName: **words** (Instance Name created for the captions box)
- step 23.* flvPlayback name: **auto**
- step 24.* ShowCaptions: **true**
- step 25.* SimpleFormating: **true**
- step 26.* Source: (provide the name of the ***.dfxp.xml** file)
- step 27.* Click on an open part of the stage and then select File/Save
- step 28.* Test your work with Control/Test Movie
- step 29.* File/Publish Settings. . .
- step 30.* (optional) Change the HTML (.html) from the default to index.htm
- step 31.* Click on the HTML tab and for the template select **Flash Only – Allow Full Screen**
- step 32.* Click OK
- step 33.* File/Publish
- step 34.* Exit Adobe CS3 Flash Professional

Dreamweaver (optional)

(optional) You can pull the index.html file into a web authoring application (e.g. Dreamweaver) and add additional elements (images, links, annoying background music, the usual stuff).

FTP (file transfer protocol) Application

Use an application like **Dreamweaver**, **WS_FTP**, **FireFTP** for FireFox, **Fetch** (on a Mac), or the latest version of **Internet Explorer** (see bonus material below) to move only the necessary files out to the web server. First, test these files locally by double-clicking the index.html file to launch the video in its own web page with the title and captions. The **Full Screen** and **Captions** buttons (part of the player controls) should work properly.

Only six files are required to make this work:

1. **.flv** (file generated by Adobe FLASH CS3 video encoder)
2. **.dfxp.mxl** (file generated by MAGpie2)
3. **.swf** (file generated by Adobe FLASH CS3)
4. **AC_Runactivecontent.js** (file generated by Adobe FLASH CS3)
5. **SkinUnderAll.swf** (file generated by Adobe FLASH CS3)
6. **index.html** (file generated by Adobe FLASH CS3)

[NOTE: in each of the three cases above, the asterisks represent a word generated by the software applications.]

VIDEO TUTORIALS ON CAPTIONING

These video tutorials were created by Automatic Sync Technologies and are used here with their permission. QuickTime and Flash Players are required.

QuickTime

1. [Caption Overlay in Video](#)
2. [Self-Contained QuickTime MOV](#)
3. [Self-Contained QuickTime MOV + Sprite](#)
4. [Download a Free QuickTime Sprite](#)

Windows Media Player

1. [Captioning WM with SAMI](#)
2. [Embedding Captions in a WM File](#)

YouTube

1. [Captioning Your YouTube Videos](#)
2. [Captioning Somebody Else's YouTube Video](#)

Flash

1. [Detailed Information on Flash Captioning](#)
2. [How to Caption Flash 8 Content](#)
3. [How to Caption Flash CS3 Content](#)

PODCAST CAPTIONING VIDEO TUTORIALS

Automatic Sync Technology Online Tutorials

The tutorial movies in this section are captioned with SCC files rather than the traditional QuickTime text tracks - you will see the captions in QuickTime, iTunes, iPods, and iPhones, provided that you have captions enabled.

Help with Podcast Captioning from Automatic Sync Technologies

Contact: 877-278-7962 or info@automaticsync.com

1. [Detailed Information on Podcast Captioning](#)
2. [Podcast Captioning Overview](#)
3. [Obtaining Your Caption Files](#)
4. ["Open" Captioning a Podcast](#)
5. [Captioning for Apple Devices w/Compressor](#)
6. [Captioning for Apple Devices w/QT](#)

OTHER CAPTIONING RESOURCES

Provided by Automatic Sync

Broadcast Captioning

<http://www.automaticsync.com/caption/broadcaption.htm>

DVD Subtitling/Videotape Captioning

<http://www.automaticsync.com/caption/vidcaption.htm>

Webcast Captioning

<http://www.automaticsync.com/caption/webcaption.htm>

Demos of Captioning Done by Universities

<http://www.automaticsync.com/caption/demos.htm>

Check out some of the demos below to see how AST clients are automatically captioning online material today.

Helpful Videos on Captioning DVDs

http://www.automaticsync.com/caption/howto_vids.htm

View how to extract digital audio from your VHS tape

<http://www.automaticsync.com/caption/resources/VHS.qtl>

AUTOMATIC SYNC CAPTIONING SERVICES

[Automatic Sync Technology \(AST\) Web Cast](#) – AST provides discounted captioning services to the CSU for your post-production needs. Each campus has a designated Administrator (see list below). To obtain an account, go to [SIGN UP HERE for AST](#). Your administrator will be notified and approve your account. Before you begin using the service, please watch this web cast on how the service works.

Format: Elluminate

Length: 1 Hour

Date: 2008

RESOURCES

Accessibility Help Listserv

accessibilityhelp@lists.calstate.edu