

Managing Automatic Captions in Panopto

Kyle Sloane - 2026-03-18 - Comments (0) - Panopto

On or before May 11, 2026 automatic captions will be turned on for all new content uploaded to Panopto in an effort to better meet the HHS Section 504 Ruling compliance and WCAG 2.1 Level AA standards on digital accessibility.

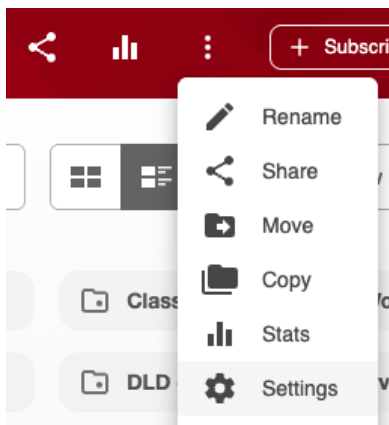
Automatic machine captions are generated using an ASR (Automatic Speech Recognition) engine and may contain errors. Creators and owners of any content uploaded or recorded **must** provide an accessible environment by **reviewing and editing** auto-generated captions. If automatic captions are not meeting expectations you may request ADA-compliant human generated captioning by contacting captioning@brown.edu

Panopto offers automatic captioning for any video or audio files uploaded to a course folder. This option can be easily turned off or on by following these instructions.

Note: Zoom Cloud Recordings automatically transferred to Panopto may already contain captions that will not be overwritten by Panopto machine captions if they are already present. Zoom auto captions should also be reviewed and edited for accuracy.

Manage Captions setting for entire folder

1. Navigate to the course folder which you have Creator access and **Click the three dots drop down and then "Settings"** in the top right corner.



2. In the *Overview Window* click on the **Settings** tab on the left side

caption

- Overview
- Share
- Settings**
- Search
- Order
- Manage

3. In the *Captions* section you will be able to **select Automatic Machine Captions** from the drop down.

Captions

Sessions added to this folder will be sent out for captioning immediately without the opportunity to edit the session. Caption requests for these sessions will use the full primary streams, not the edited session.

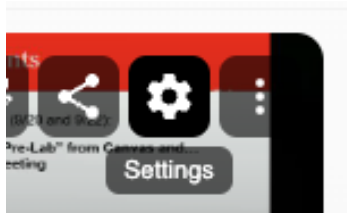
Automatically caption new sessions using **Automatic Machine Captions**

Panopto machine speech recognition for captions.

This will provide automatic captions for any new files uploaded to the folder. This setting is *not* inherited by subfolders and would need to be turned on for any newly created subfolders.

Manage captions for individual videos

If you need to add automatic captions to existing video or audio files you can do this by hovering your mouse over the video and **click Settings**



On the left side **click Captions** , **select Automatic Machine Captions** from the *Request Captions* field and **click Order**.

Overview

Share

Outputs

Quiz Results

Streams

Clips

Search

Captions

Manage

Request Captions

Once you click the "Order" button, the session will not be editable until the captions have returned. If this session is edited after the captions have been added, the entire session may need to be re-captioned.

Estimated Total Caption Time **1 minute(s)**

Service level **Automatic Machine Captions**

Panopto machine speech recognition for captions.

Order

Following these steps on the folder or video will instantly embed the captions on the video . Viewers can turn on and off captions by clicking the (CC) button at the bottom of the player. Closed captions also provide a searchable transcript next to the video player.

Captions | If you recall here is the structure of the car box gas and over here this is basically 12:28
 Notes | the functional group that we think about being the car back so gas and now are gonna be adding sodium high 12:33
 Bookmarks | peroxide and again if you call from general chemistry when we have an acid and 12:38
 Hide | base station react together that your components that you get when they react together. 12:43
 our assaults and then water 12:49
 now why is this important well when you think about it now we have changed the property of that compound and it no longer 12:54
 is neutral. what we start to notice that it's no longer neutral 13:05
 in there. and this compound 13:10
 now becomes water soluble again you have this charger over here that makes the molecule 13:15
 very water soluble and then as a result of that given the choice of going 13:20
 into apple acetate or going into water. it's going to favor the water over the apple acetate. 13:25
 and if you were call from experiment you had mention about the fact that this is sometimes 13:31

Isolation of compound with Carboxylic Acid group

- Why is NaOH is used to extract the organic layer?
- Why is HCl added to the aqueous layer before filtration?

Water soluble can separate from neutral compound

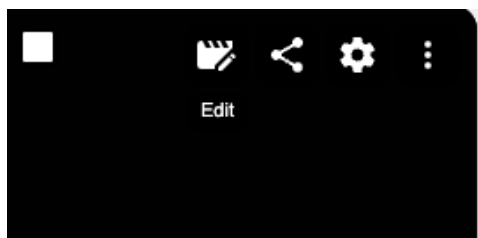
CC(=O)O.[Na]OH>>CC(=O)[O-].[Na+]O

Salt

now becomes water soluble again you have this charger over here that makes the molecule

Editing Automatic captions for videos

To Edit captions on a video, you will need to open the online video editor by hovering your mouse over the video and **click Edit**



In the Panopto editor window that opens, the Captions tab is located on the left-hand side of the screen. These captions can be edited by clicking on the text. Line breaks can be inserted using the keyboard shortcut Shift+Enter. Once you're satisfied with the edits, press Enter to submit the new entry.

Details | Language: English (United States) | 🔍
 AI Summary | Import captions |
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Captions	Panopto Video Search works across your entire Panopto video library.	0:04
Audio		
Descriptions	allowing you to find content among thousands of videos.	0:09
Slides		
Quizzes	Use the search bar at the top to find content results within video titles and	0:13
Cuts		
Streams	deep within the video itself.	0:18
	When you click on a search result, you'll be taken right to that point in the video.	0:23
	Use the search bar in the player to search inside the video.	0:33
	Panopto searches through every word spoken, shown on screen.	0:44
	Enter a caption	

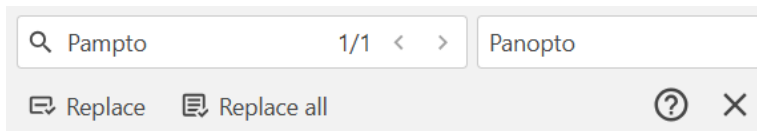
To create a new caption or audio description, seek to the exact point in the video you would like to add the section and then begin typing in the blank text box at the bottom. Pressing Enter will submit this section at the time indicated on the video timeline and you can continue editing or adding captions.

If a certain word has been incorrectly spelled, you can change all instances of that word using the **Find & Replace** feature. On the upper-right of the Captions window, select the **Find & Replace** icon (rotating magnifying glass).

Language: English (United States) ▾
Import captions ▾

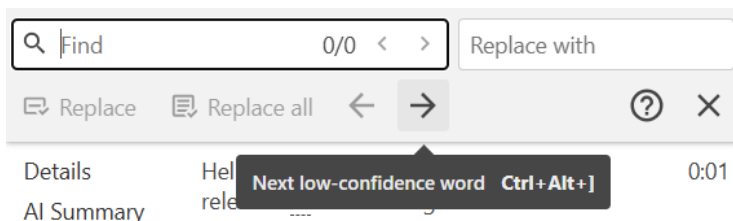


In the new search bar, type in the incorrect word, and then type the replacement in the *replace with* bar. Words matching your entry will appear highlighted in yellow in the editor. You can navigate through the located words by pressing *Enter* or by using the arrows beneath the search.



As you navigate through the located words, you can manually replace them by clicking on **Replace**. Alternatively, you can click on **Replace All** to correct all instances of this word instantly.

If the captions were created via ASR (automatic captions), the **Find & Replace** bar will also highlight low-confidence words. When there is nothing in the search bar, use the arrow keys or *Ctrl+Alt+]* to navigate through these words.



Once you are satisfied with the edits to your captions you will need to **Click Apply** in the top right corner of the edit window to apply the changes to the video.

