



Content:

Subtitling a video using Kaltura and Sunet Scribe 1

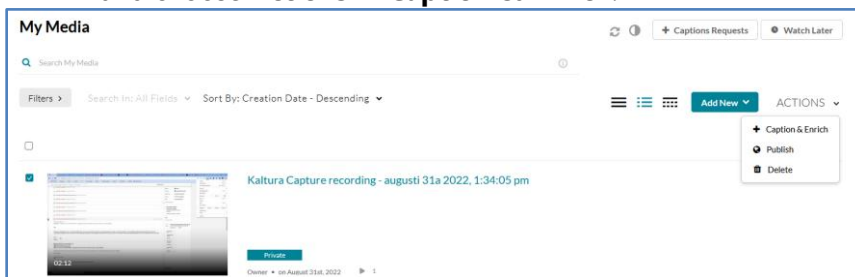
Machine captioning:..... 1

Important things to keep in mind when subtitling: 3

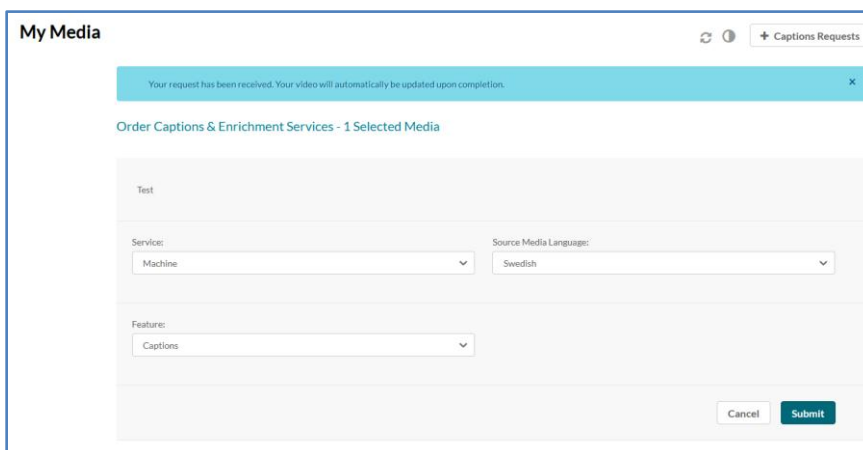
Subtitling a video using Kaltura and Sunet Scribe

Machine captioning:

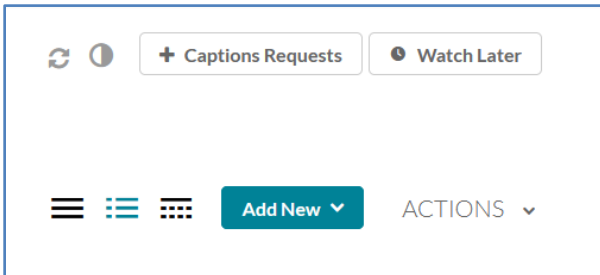
1. You need to have access to Kaltura media.
2. Once you have access to the feature, start by making your recording and uploading it to Kaltura. When the recording has been uploaded, tick the checkbox in front of the video and choose **Actions** ⇒ **Caption & Enrich**.



3. Select the type of service, *Machine Auto Caption*. Also choose the language spoken in the video under **Source Media Language**, and under **Feature** it should be set to **Captions**.



4. Here you can find some information about the captioning status in **My Media** ⇒ **Caption Requests**.



+ Captions Requests
Watch Later

Add New
ACTIONS

Service Requests

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CURRENT CREDIT STATUS

- Used Credit: 3
- Remaining Credit: 99997
- Credit Overages: 0

Credit expiration date: **January 2nd, 2030**

[Show Details](#)

Filters > 3 Requests Download

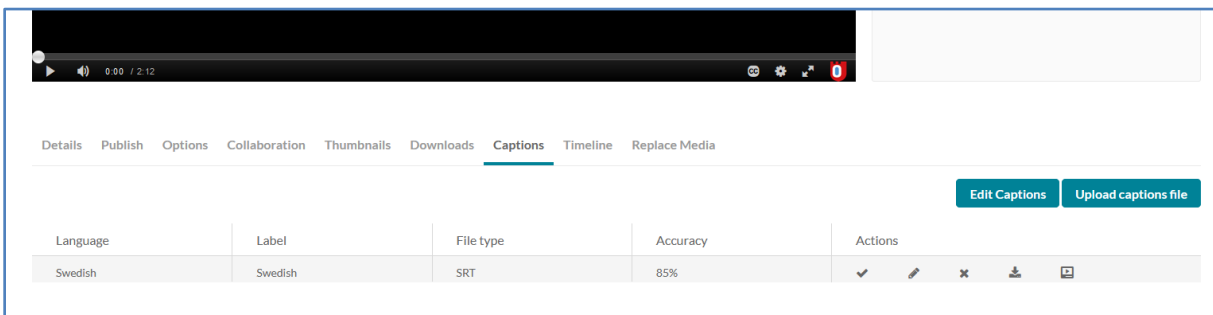
MEDIA NAME	TAT	FEATURE	REQUEST DATE	COST	STATUS
Kultura Capture Recording	30 Minutes	Captions	September 12th, 2022	3	Processing

Requester: celn
Unit: 154
Media ID: 0_5h6t8uso
Duration: 00:02:12

Service Type: Machine
Due-date: September 12th, 2022
Source Language: Swedish

Speaker ID: No

5. After this, simply open the item and select **Edit Caption** if you want to edit the subtitles.



0:00 / 2:12

Details Publish Options Collaboration Thumbnails Downloads **Captions** Timeline Replace Media

Edit Captions Upload captions file

Language	Label	File type	Accuracy	Actions
Swedish	Swedish	SRT	85%	✓ ✎ ✕ 📄 🗑️

Important things to keep in mind when subtitling:

- The dialogue and the plot of the film must be understandable.
- Subtitles are meant to shorten the spoken information down to the essential content, following the principle that *“the text should follow the speech.”* Think **plain language!**
- Plan for subtitles already before the film is made.
- The need for subtitling may affect the structure, script, pacing, and visual content of the film.
- Viewers must have enough time to read the subtitles.
- As a guideline, subtitle blocks should not appear for less than 1 second and not longer than 7 seconds.
- People can read approximately 8–21 characters per second.
- This means the duration should be about **6 seconds for two lines** and about **3 seconds for one line**, assuming no more than 42 characters per line.
- Do not write too much per line. Maximum 42 characters in widescreen format.
- If the video player allows text scaling, **32 characters per line works best**.
- *Example:* On Facebook, the video player allows scaling up to 200%. At that setting, 42 characters is too much, but 32 characters fit.
- On YouTube, subtitles can be scaled up to 400%, and 32 characters work best there as well.
- Make the lines similar in length—it makes them easier to read.
- Keep in mind that some people learn Swedish by reading subtitles.