Panopto: Captioning for Recordings
Using Panopto’s Speech in Smart Search

Speech in Smart Search is a technology used to identify each word that is spoken in a recording. Once identified, the words are time stamped and added to a search index. Viewers can then search for spoken words, find the precise moment in the recording when they were mentioned, and fast-forward to that point in the recording. Since many viewers will be searching for a moment based on an idea or phrase they remember, Smart Search is an incredibly helpful part of your recording search engine. Panopto has the ability to add Speech in Smart Search generated captions to your Panopto sessions. Note that machine-generated captions clearly aren’t the same quality as human transcription so this is really just a way to generate captions that would be a starting point, meaning they would need to be revised and edited to ensure they are 100% accurate, once generated. **This means these captions do not meet accessibility standards, so they will need to be edited by a human for 100% accuracy to be compliant.**

Adding captions to recordings is a two-step process. You must first process the recording for Speech in the Smart Search feature, then import captions into your recording. Make sure to follow all of the directions below to add captions to your recording.

**Processing Speech in Smart Search for Individual Recordings**

1. Sign into panopto.musc.edu with your netID and password and go to the specific folder you would like to work in.

2. Hover over the specific recording and click on “Settings”.

3. When the pop-up box comes up on the screen, click on “Search” in the column on the left.
4. Next to “Speech”, click “Process”. This does not automatically add captions to the recording, it simply processes the Speech option in Smart Search for the recording. This will recognize search for this recording with Panopto search recognition to improve search effectiveness.

5. Once you click on “Process”, you will see a message that your session has been requested with the date. Your session will be placed in the queue to be processed. Please leave time for your requests to be processed. Once an individual session is picked up to have the Speech option in Smart Search generated, it typically takes two times the recording time.
6. Once your session has been processed, the message will be updated in the “Search” tab in “Settings” to “Active”. To see this message, hover over the recording and click on “Settings”, then click on “Search” in the left column of the pop up box.

If your recording is still processing the Speech option in Smart Search, the message will still read “Requested on” the date.

If your recording fails to process the Speech option in Smart Search, the message will read “Error” and allow you to click “Reprocess”. The queue and processing will reinitiate by clicking “Reprocess”.

Tuesday, January 16, 2018 at 9:03:19 AM

Error Reprocess
Recognizes speech in this session with Panopto speech recognition to improve search effectiveness
Failed
Active Reprocess
Recognizes text in this session to improve search effectiveness
Adding Captions to Recordings

1. After the Speech option in Smart Search has successfully processed and is active for your recording, hover over the specific recording and click on “Edit”.

![Image](EKG.Interpretation.Module.png)

2. On the top left, click on “Captions”.

![Image](Contents.png)

3. This is what the drop-down will look like if no captions currently exist for this session, but they have been requested and are still processing.

   This is what the drop down will look like if you have not requested captions for this session. If this is the case, go back to the beginning of these directions to request Smart Search for this session.

![Image](Captions.png)

4. This is what the drop-down will look like if captions currently do exist for this session. Click on the drop-down arrow and select “Replace with automatic captions”. This will add the processed text to the recording with time stamps.
5. Once captions have been added to your recording, you will then be able to edit captioning text by simply clicking on that section of words. Make your changes to that section, then click into another section.

6. When you are done editing your captions, click “Publish” on the top right of the page to save all of your changes for the viewer and make captions available to the viewer.