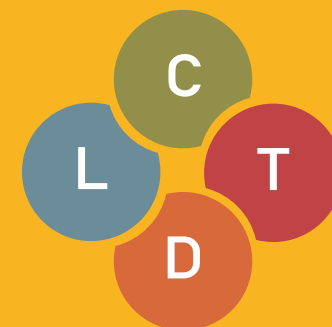




# Practical approaches to Universal Design



VIDEO



for making your course accessible to  
everyone



## CAPTIONS AND SUBTITLES

Where possible use video that include captions or subtitles to display text on the screen. This allows people with hearing difficulties or learner who speak a different language to that of the audio content. You can create a caption file using an external captioning tool such as Amara or YouTube or Canvas Studio. Canvas supports SRT or WebVTT Files.



## VIDEO TRANSCRIPTS

Learners with visual disabilities use text-to-speech technology to access the content of videos. It is essential that you add a text transcript to so these students can access the video content. Transcripts are also useful for students who speak a different language to the audio in the video, students who struggle to understand a lecturer's accent, and students who don't have sufficient data to watch the full video.

A transcript is a word-for-word copy of the speech information contained in a video. Transcripts are synched with the video, so a text version of the speech appears on screen while the lecturer is speaking. You can auto-generate a video transcript in Canvas Studio. Make a downloadable transcript file available.



## DESCRIPTIVE TRANSCRIPTS

Some videos include both a lecturer speaking and graphics containing information (such as graphs or data tables). A transcript will allow learners with visual disabilities to access the speech content of a video, but not the information contained in graphics embedded in the video.

For videos that include both speech and graphics, you should create a descriptive transcript. This is a text description of both the speech and graphic information contained in the video. A descriptive transcript is not synched to the video. It is a separate piece of text, either written directly in the ulwazi Rich Content Editor or formatted as a Word or pdf document. The easiest way to write a descriptive transcript is to generate a normal video transcript and add descriptions of the graphics at the points where they appear.