
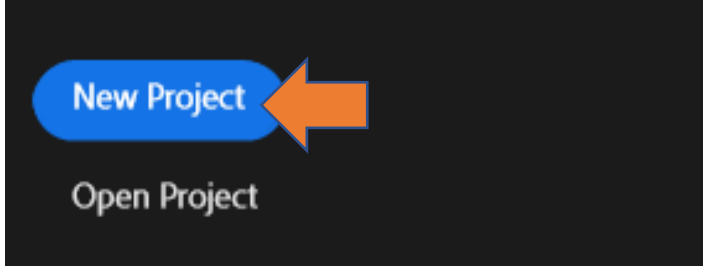
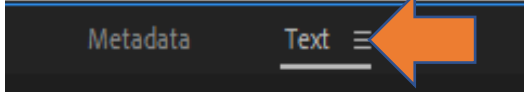
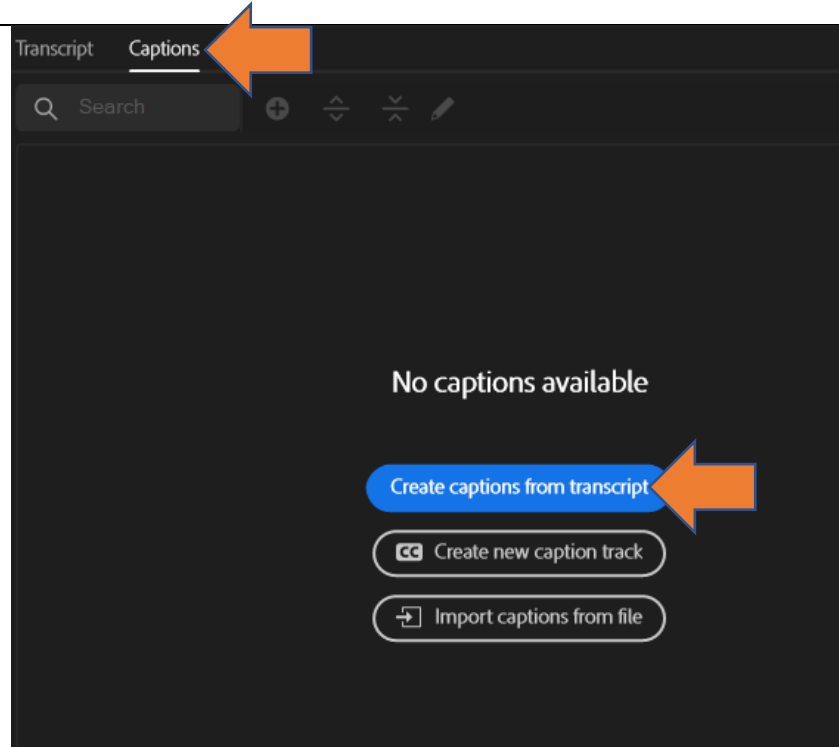


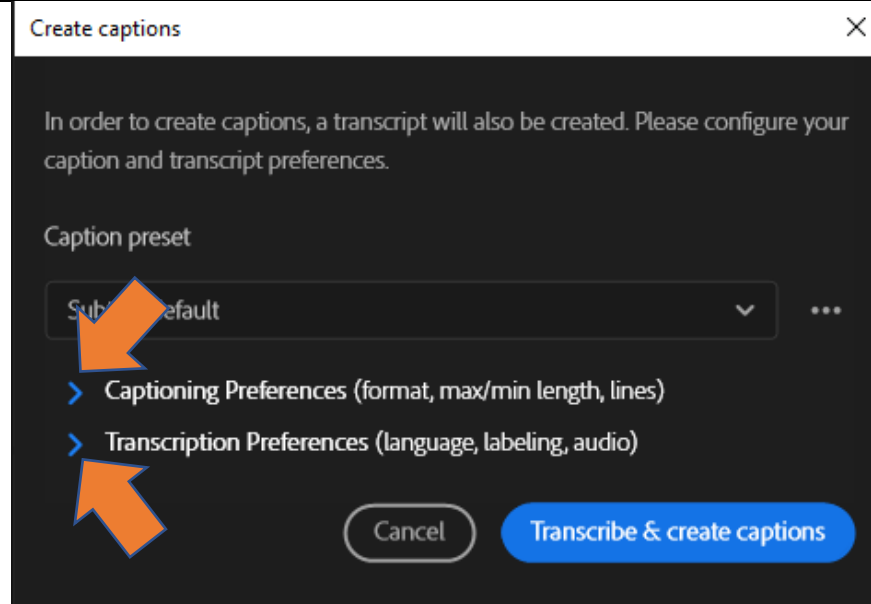
## How to Add Captions to Your Video in Premiere Pro

<p>Open the Adobe Premiere Pro program.</p>	
<p>Select 'New Project' and adjust settings as needed.</p>	
<p>Import a video or audio file into your project.</p>	
<p>Drag the file into the timeline to create a new sequence.</p>	
<p>Select the 'Text' panel in Premiere Pro.</p>	

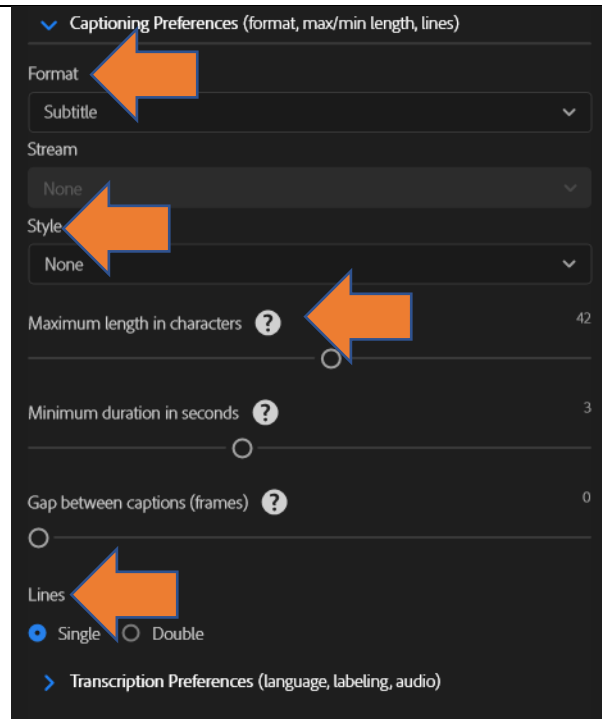
Under the Captions tab, select 'Create captions from transcript'.



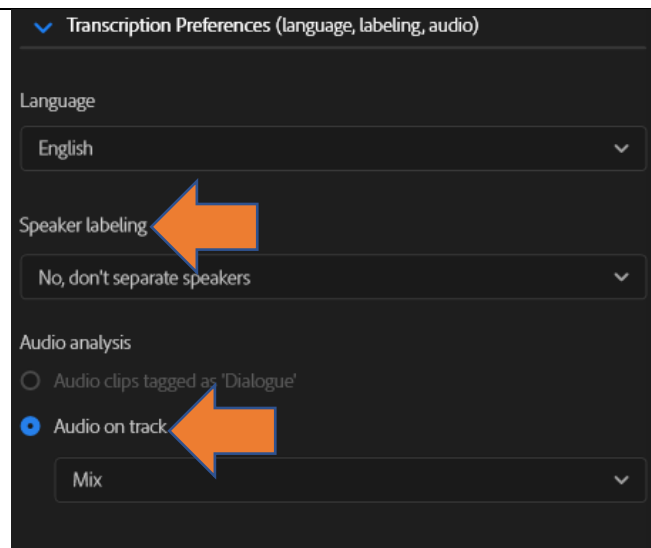
Select the arrow next to Captioning Preferences and/or Transcription Preferences to customize your captions.



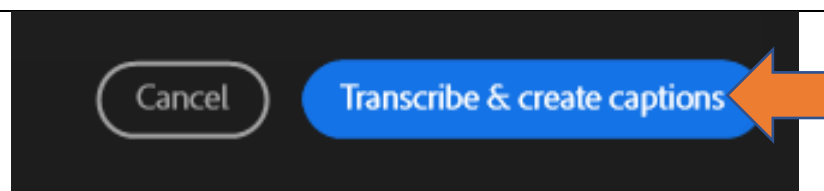
Under Captioning Preferences, set the format, style, character length, and number of lines for your captions.



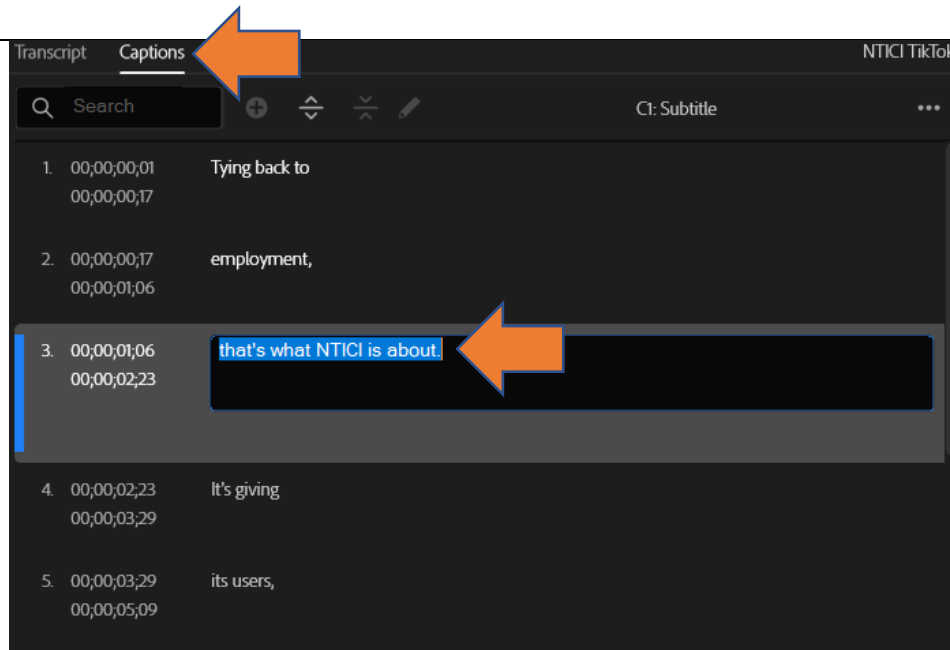
Under Transcription preferences, set whether to separate speakers (if there is more than one) and how to analyze audio on the track.



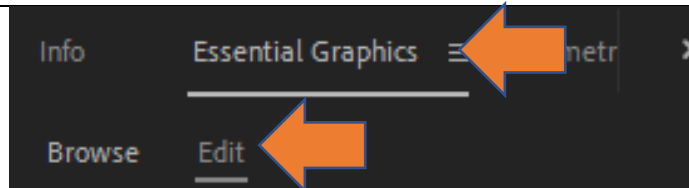
Once you're finished, select 'Transcribe & create captions'.

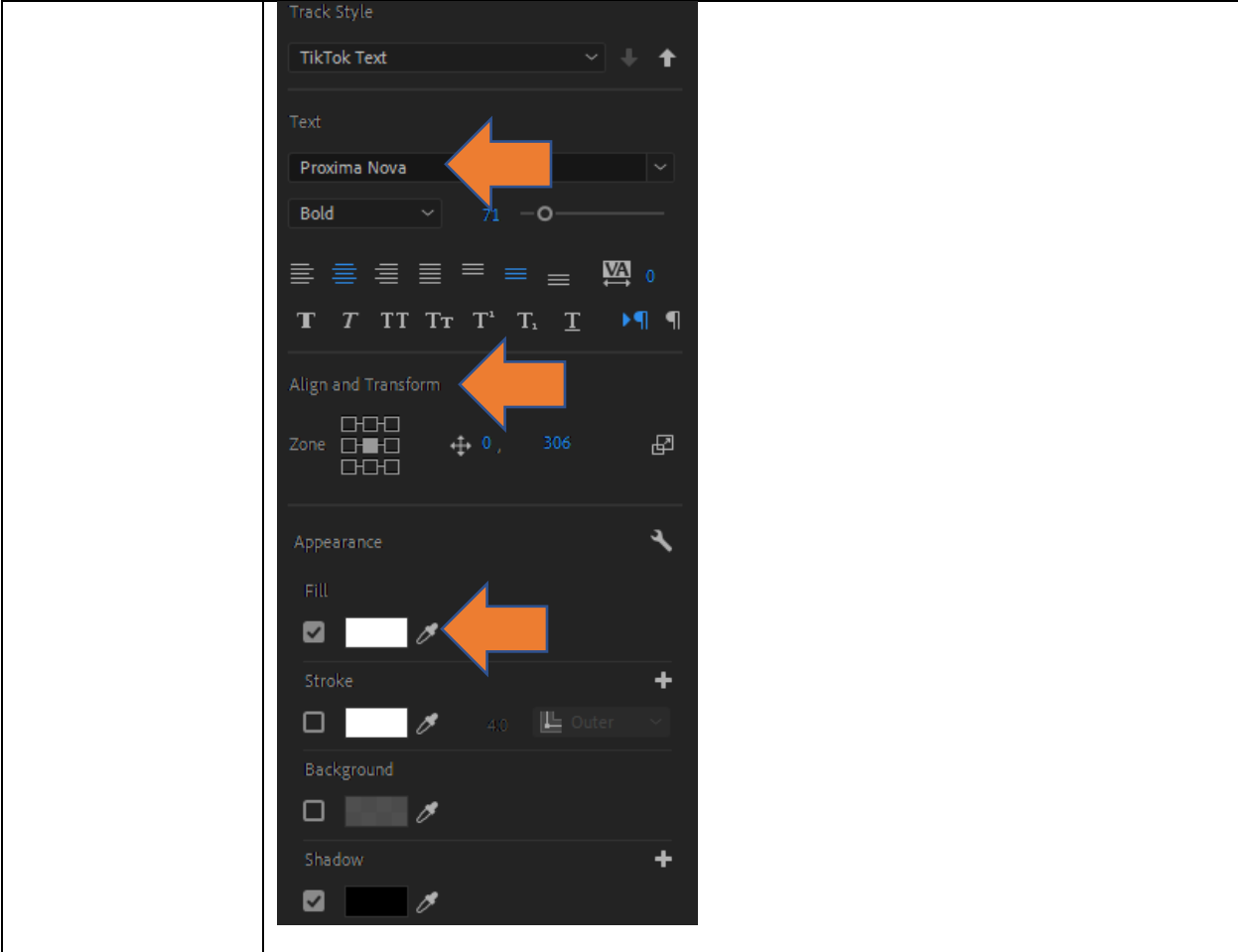


Under the Captions tab, you can select a specific caption line to make any changes (this will likely happen more than a few times if the caption generated is inaccurate).

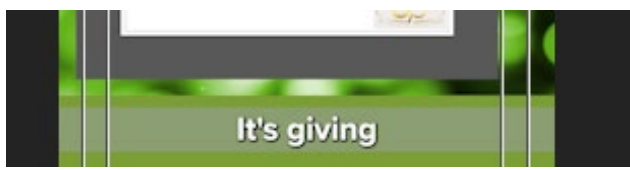
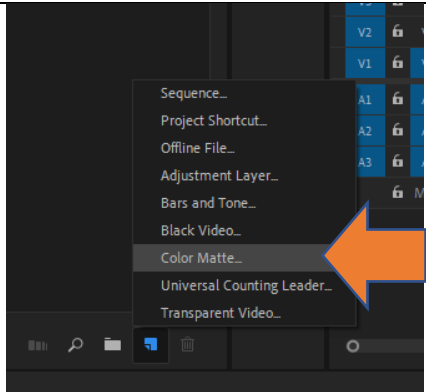


OPTIONAL: With your caption(s) selected. Go to the Essential Graphics panel, and here you can adjust caption appearance such as font, position, color, etc.





OPTIONAL: Add a color matte to your sequence to use as a caption box (by lowering opacity and adjusting the scale).



**Task Complete**