

Creating Subtitles Using Amara

1. Log into your Amara account and click Start Subtitling

START SUBTITLING

2. Click Begin under the Subtitle a Video for Free Using Amara Public.

Subtitle for Free on Amara Public

Subtitles created in Amara Public are freely available to anyone. Use the award-winning Amara subtitle editor for free in a public workspace. Anyone with an Amara account can join the workspace and contribute subtitles in any language.

- Amara Public is designed for crowd-based, open subtitle creation
- Subtitles are always visible, editable and downloadable
- Upgrade to Amara Plus to create subtitle files in a private workspace

BEGIN

3. Paste the video's URL in the text box that appeared below and click Begin.
 - a. Special note: Amara only allows you to add captions to videos from YouTube or Vimeo.

Subtitle a Video for Free on Amara Public

Enter a video URL to use the Amara Editor. It will appear and remain on your public profile.

Begin

Acceptable formats include: Vimeo, YouTube, MP4, WebM, OGG, and MP3

4. Click add a new language.

Contribute



Add a new language!



Already have subtitles for this video?
Upload them directly.

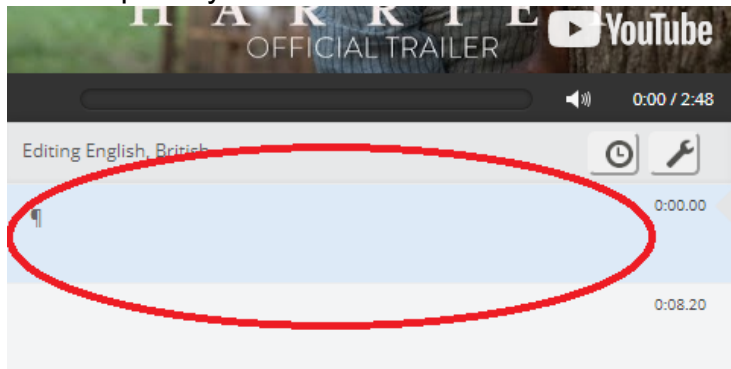
5. Choose your languages for the video, and click Continue. Special Note: Choose English, British



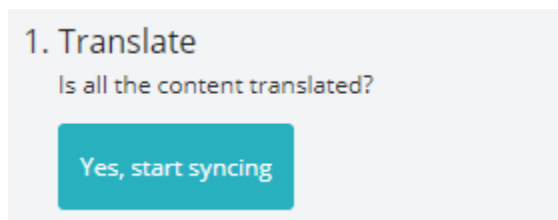
6. The next page will give you pointers on how to use Amara. You can click anywhere on the page to hide the pointers.

Type What You Hear

7. Click to place your cursor focus in the center edit box underneath the video.



8. Press the tab key on your keyboard to begin playing the video. The tab key also allows you to pause the video at any time. Shift + Tab allows you to go back 2 seconds at a time.
9. Start typing the words you hear in the video.
10. Hit the enter button on your keyboard to enter a new subtitle.
 - a. Special Note: recommended to press enter after every three words.
11. Once you've typed all the spoken words in the video click yes, start syncing, to the right of the video.

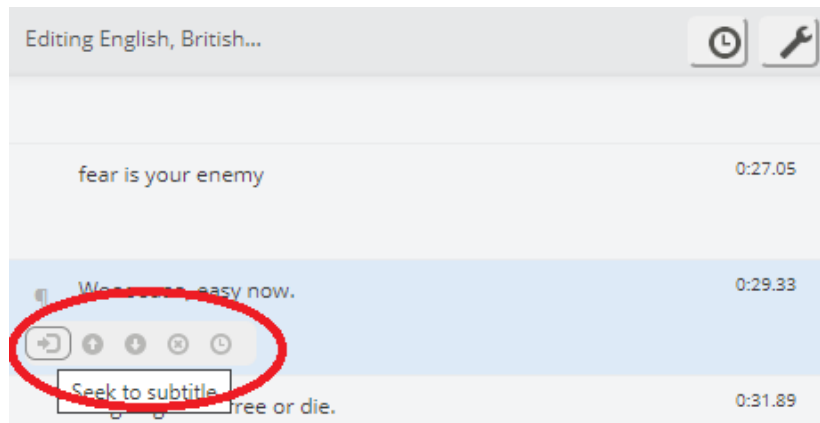


Sync Timing of Subtitles

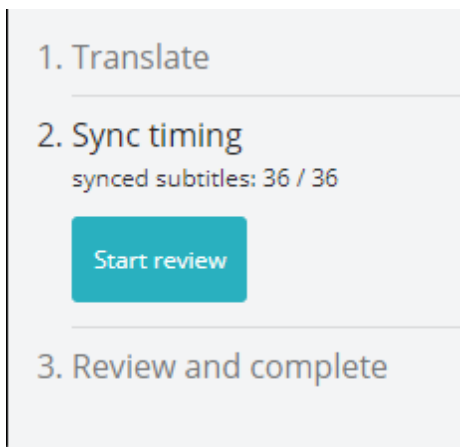
During this phase, you will need to place the subtitles you've typed during the correct timings.

12. Press tab on your keyboard to listen to the video and follow along with the subtitles.
13. Change the placement or the size to make the subtitles accurate.
 - a. To move a subtitle, you click and drag on the middle of the subtitle box, along the scrolling bar.
 - b. To change the size of the subtitle box, click on either blue end of the box and drag to size.
 - i. Special note: It is okay to have blank spaces with no subtitles. Subtitles need to be available when there is spoken word.

- c. If a caption is deleted and needs to be added back in, or if you need to add or delete, click the wrench at the bottom of your subtitle box. Special Note: the up arrow will add the caption above, the down arrow will add a caption below, the x will delete your current caption, and the clock will address the timing.

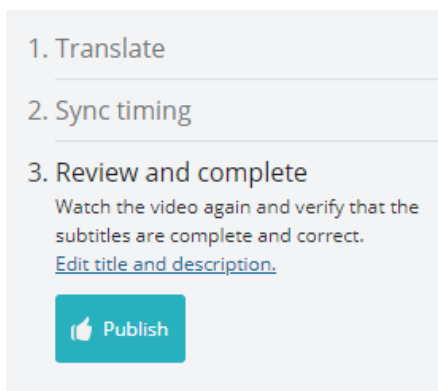


14. Once you've added the correct timings to the subtitles, click start review, to the right of the video.



To Start Review

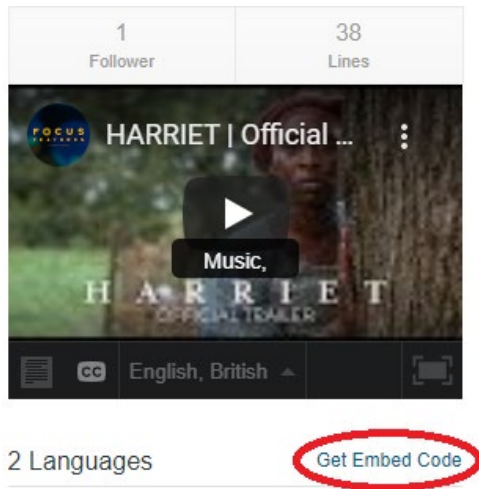
15. Watch the video again with the subtitles and verify the accuracy of the words and timings.
16. If the words in a subtitle needs to be changed, simply address changes in the caption text boxes and by using the slide bar for timing of captions.
17. Once subtitles and timings are accurate and verified, click publish.



Playing the Video with Captions

Embed Code into online platform

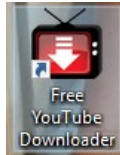
1. Copy the embed code, found under the video within Amara, Paste code into your online platform.



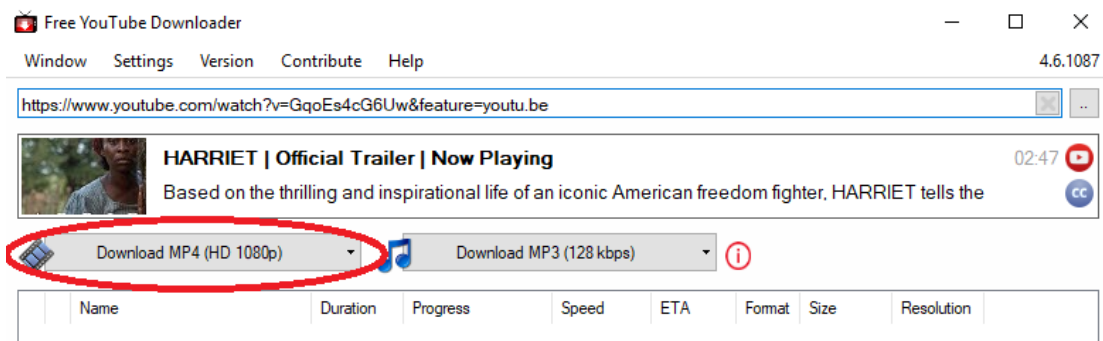
Playing the Video with Captions

Play with SRT File – from file folder

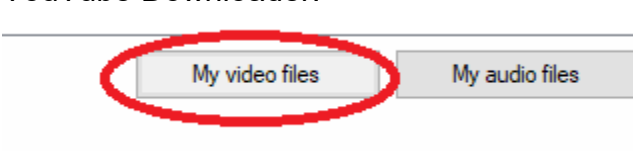
1. Create a new file on your desktop, laptop, flash drive with the name of the video



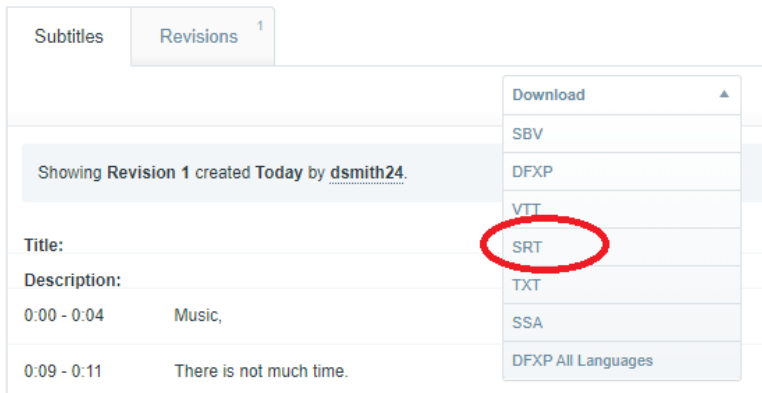
2. Open your [Free YouTube Downloader](#)
3. Paste the Videos original URL from YouTube in the textbox requesting the URL, and click **Download MP4 (HD 1080p)**.



4. Once Download is completed, Click **My Video Files** in the bottom right corner of your Free YouTube Downloader.



5. Move your video file (which will be a VLC file) to your new folder (see Step 1).
6. In Amara, download the SRT file, by clicking the down arrow by Downloads, and choosing SRT.



7. Save your SRT file in your video file previously created.
8. Locate your .srt file (in your downloads file (special note: you can click date modified to locate most recent downloads)), move this file to your newly created video file (see Step 1).
9. Open your MP4 video found in your newly created file. Click **Subtitle** at the top of the screen, and choose **Add Subtitle File** in the drop-down menu.
10. Choose the .srt file found in your newly created folder associated with the video, and click **Open**.
11. Captions should automatically populate, however if they do not, after opening your VLC media player video file, Click **Subtitle**, Click **Sub Track**, and choose **Track 1** to populate your captions on your video.

