

## How to work with captions

*Captioning* is a method of displaying text on a television, video screen, or other visual display to provide additional or interpretive information (**Figure 1**). Captions come in two formats: closed or open. *Closed Captions* can be turned on and off by the viewer, whereas *Open Captions* are always visible.



*Figure 1* Example of captioning

Premiere Pro provides a full set of features that let you create and edit captions, and export them for display for all supported formats. You can import and display captions and edit the text, color, background, and the timing quickly and easily. Once you're done editing, you can export the captions as a separate sidecar file for Closed Captions, or burn the captions directly into the video to create Open Caption subtitles.

In this guide, you'll learn how to create and edit both closed and open captions, and export videos with external caption files and with burned-in captions. Use your own files, or download the assets used in [this tutorial here](#).

## Create or edit captions

Premiere Pro lets you create captions from scratch. You use the Captions panel to add text, apply formatting, and specify position and color (Figure 2). Or maybe you have an existing video that already contains captions but needs an edit to create a different version of the program, say with a shorter duration, or to add more commercials.

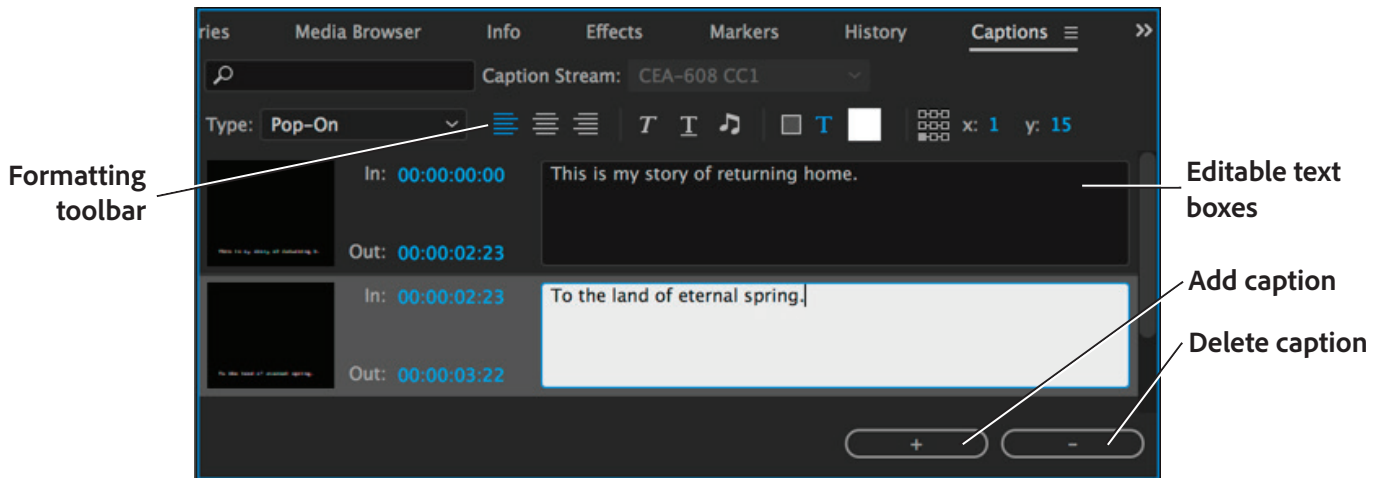


Figure 2 Captions panel

### To create captions:

1. Start Premiere Pro and start a new project, then create a new sequence for which you want to add closed captions.

2. Select **File > New Captions**.

The **New Captions** dialog box opens (Figure 3).

3. From the **Standard** drop down menu, choose the type of caption you want:

- **Closed:** Select either CEA-608 or CEA-708 and accept the default **Stream** settings.

- **Open:** Select **Open Captions**

Accept the default settings **Timebase** and **Video Settings**; Premiere Pro matches the caption video settings to the existing sequence.

4. Click **OK** to close the **New Captions** dialog box.

A caption file is added to the **Project** panel (Figure 4).

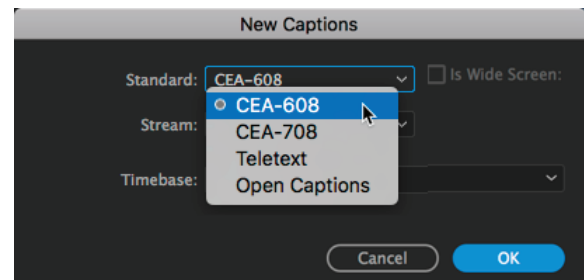


Figure 3 New Captions dialog box

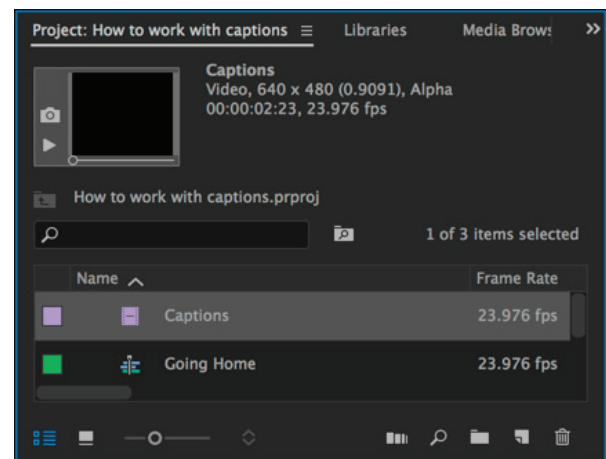
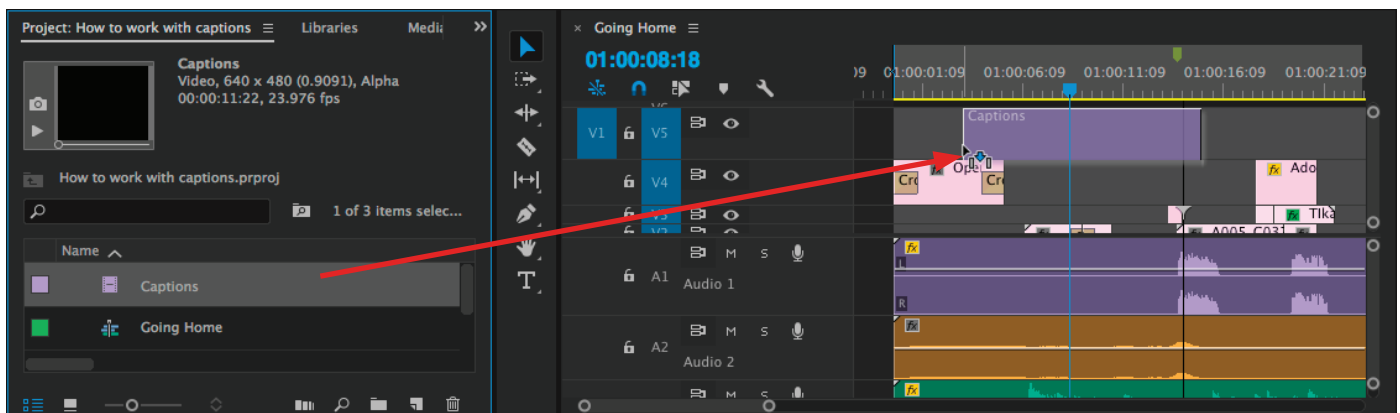


Figure 4 Caption file added to the Project panel

5. If you selected Closed Captions you need to make a few quick adjustments to make sure captions display properly:
  - In the **Program Monitor** panel, click the Wrench icon to view the pop-up menu and select **Closed Captions Display > Enable**.
  - Click the Wrench icon again and select **Closed Captions Display > Settings** and confirm the **Standard** showing is the same you set in step 3. Click **OK** to close the **Closed Captions Display Settings** dialog box.
6. To add text to the caption file, double-click the caption file in the **Project** panel.
 

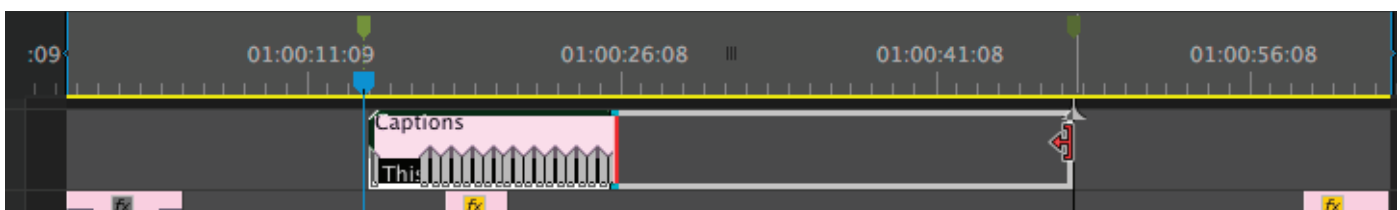
The **Captions** panel opens (**Figure 2**).
7. In the **Captions** panel, type the caption text in the text box as desired.
8. Use the formatting tools to specify the caption type, position, change the text color and background color for the caption. You can also apply formatting effects such as underlining and italicizing.
 

**Note:** The formatting options differ depending on whether you have chosen closed or open captions. Closed Captions use a limited set of standards to control playback on televisions. Open Captions offer a wider variety of options for layout, fonts, and colors.
9. To add more caption blocks, click Add Caption (+) in the bottom right-side of the **Captions** panel. To delete a caption block, select the caption block and click Delete Caption (-).
10. When you've finished typing your captions, select **Window > Project** to return to the **Project** panel.
11. Use the Selection Tool to drag and drop the caption file from the **Project** panel into the Timeline panel onto the top-most layer, then reposition it to be near the voiceover section (**Figure 5**).



*Figure 5 Drag caption file into Timeline*

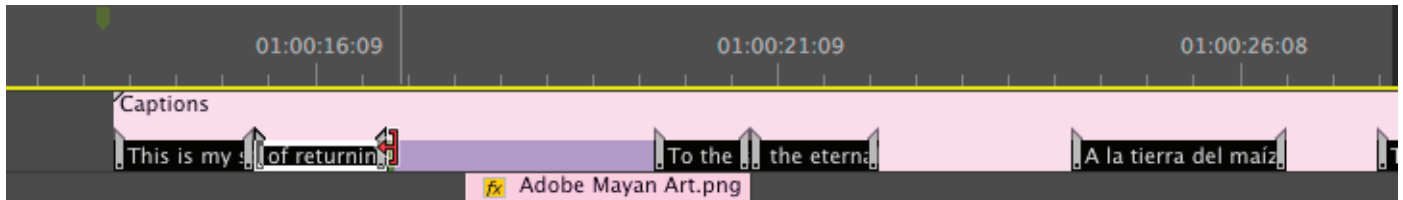
12. Hover over the end of the caption track until the red rolling trim cursor appears, then drag to resize so it extends for the full duration of the voiceover sequence (**Figure 6**).



*Figure 6 Drag cursor to extend caption track*

13. In the **Program Monitor**, click the play button to preview your captions, and use on-screen tools to adjust and drag each individual caption segment to be in proper sync with the voiceover (**Figure 7**).

**Note:** Dragging on the Timeline Zoom tools helps you magnify the caption track details and move the handles.



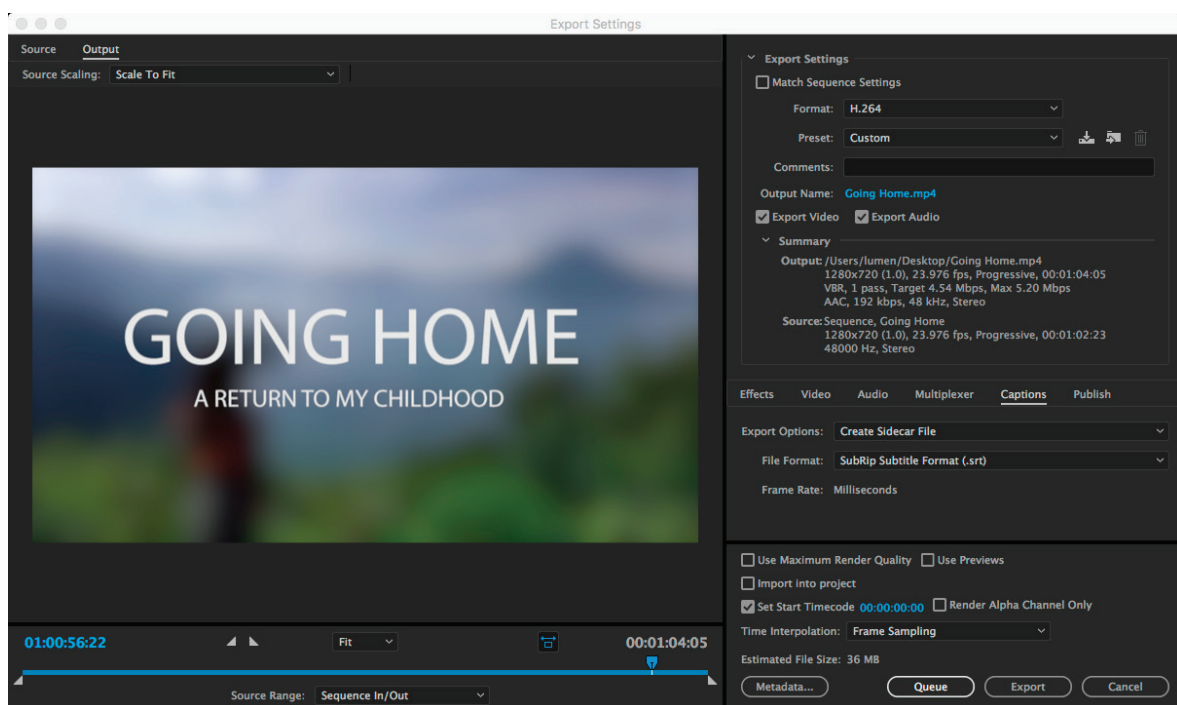
*Figure 7 Drag cursor to refine individual segments within the caption track*

### To edit captions:

1. Select the caption file to edit in the Timeline panel.
2. Select **Window > Captions** to display the **Captions** panel.
3. In the **Captions** panel, you can make word-level edits of existing caption clips. You can also change the timing and formatting, like, text alignment and color, from an intuitive user interface.
4. The text clips are also visible from the Timeline. From there, you can adjust the captions to be in proper sync with the media after any trims, ripple deletes, and rearranging of segments.

## Export captions

After you finish creating and editing caption files, you can export the sequence containing the captions through Premiere Pro using the Export Settings dialog box (**Figure 8**).



*Figure 8 Export Settings dialog box*



### To export Closed Captions:

1. Click in the Timeline panel to activate the sequence.
2. Select **File > Export > Media**.

The **Export Settings** dialog box opens (**Figure 8**).

3. In the **Export Settings** dialog box, click the **Captions** tab.
4. Select **Create Sidcar File** from the **Export Options** drop-down menu (**Figure 9**).
5. Select one of the following file formats from the **File Format** menu to export the closed caption data:
  - Scenarist Closed Caption File (.scc)
  - MacCaption VANC File (.mcc)
  - SMPTE Timed Text (.xml)
  - SubRip Subtitle Format (.srt)

Depending on the format that you select, a list of supported **Frame Rate** is displayed in the pop-up menu. Accept the default frame rate is based on the known frame rate of the sequence that you are exporting.

6. Click **Export** to export the video.

The video is exported along with its external caption data. (**Figure 10**).

### To export Open Captions:

1. Click in the Timeline panel to activate the sequence.
2. Select **File > Export > Media**.

The **Export Settings** dialog box opens (**Figure 8**).

3. In the **Export Settings** dialog box, specify the following options under the **Captions** tab.
4. Select **Burn Captions Into Video** from the **Export Options** drop-down menu (**Figure 11**).
5. Click **Export** to export the video.

The video is exported with its burned-in caption data.

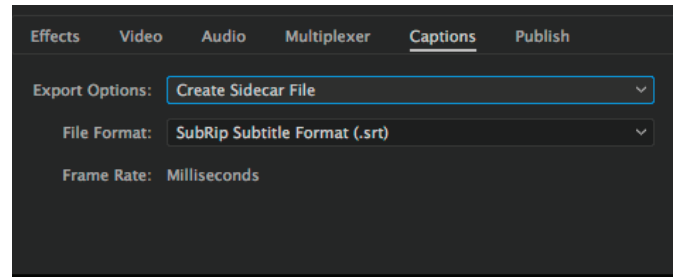


Figure 9 Export Settings dialog box, Captions tab

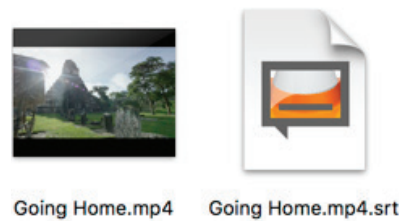


Figure 10 Exported video and caption files

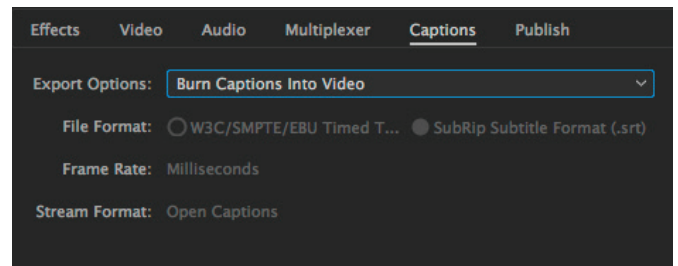


Figure 11 Export Settings dialog box, Captions tab

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