

## How to Access Closed Captioning for the Virtual Graduation Ceremony

*Closed captioning will be provided thru YouTube. Follow these steps to access closed captioning.*

- To turn on closed captioning, click on the icon to the left of settings (the wheel icon). Doing so will turn on the closed captioning/subtitles.
- Once that is on, you are able to set the language of choice; English is the default. If you want your captions/subtitles in English, that is all you need to do.
- If you want to change the language, do the following:
  - Click on settings (the wheel icon).
  - Locate “Subtitles/CC” on the drop down and select this option.
  - In the next drop down, select the “Auto translate”. This will provide you with languages to select.
  - Scroll through to find the language of your choice and click on your desired language.

This will now bring subtitles onto the screen in your preferred language.