

## **INSTRUCTIONS FOR IMPORTING CAPTIONS**

You've received your caption or subtitle file from Talking Type. Now what? Here are a few different options for how you can take your caption file from "huh?" to "done!"

### Final Cut Pro 7:

With your video project open, go to File -> Edit To Tape. When in the "Edit To Tape" window, select "Master Settings." Toward the bottom of the window, you'll see options for closed captioning. There will be two options listed: Insert closed captioning data from file, and offset closed captioning data start by media in time. Both of these need to be selected. Click on the folder icon and select your caption file.

### Final Cut Pro 7 (Black movie with subtitles):

Talking Type will provide you with a black movie with subtitles. When you apply that movie to your alpha channel in Final Cut Pro, you're essentially telling the movie to layer everything but what is black to your video, so only your subtitles will appear. That allows us to send you a very small file for a very large video. Drag the movie to your alpha channel, and you can adjust the opacity depending on how bold you want the subtitles to be.

### Final Cut Pro X:

Note: If you're using Final Cut Pro X and want to encode captions using this method, you'll also need an additional piece of software called Compressor, available from the Apple Store.

With your video project open, go to File -> Send to Compressor. The file will open in Compressor. In the "Metadata" section of the Inspector window, you'll be able to add your caption file.

### Adobe Premiere Pro:

With your video project open, select File -> Import and open your caption file. The caption file will appear in your file list. Drag and drop it into the video sequence. If it is not already enabled, you'll need to enable closed captioning. Do this by clicking the upper right-hand corner of the video display, and select Closed Captioning Display -> Enable.

You can either embed the captions to your video, or export the closed captions as a sidecar file. To export as a sidecar file, select File -> Export -> Media. In the "Captions" tab, click on "Export Options" and select "Sidecar file." When embedding captions to the video in Premiere, you're limited to exporting a Quicktime file. Select File -> Export -> Media, and in the "Export Settings" window, select "Format -> Quicktime" and "Embed in Output file."

Avid Media Composer:

Import the AAF caption file into your project. Drag the AAF file to the source monitor window. If your project doesn't already have one, add a D track to your project, and drag the caption file to that D track.