Real time captioning with Google Slides

In an online course, you may want to record a lesson or lecture for students to supplement your learning materials. Faculty-produced videos are great resources, however, it is important to provide captions or a transcript for students for accessibility purposes.

Who uses captions?
- are hard of hearing or deaf
- are non-native English speakers
- have learning disabilities
- watch videos at work or in a quiet location

How to turn live captions on

Open your Slides presentation and click the “Present” button.

Select the “Captions” button on the presentation bar at the bottom of your screen.

When prompted, allow your browser to access your microphone to enable recording.

The fine print

The benefits to this feature are clear: it provides captions for live presentations for those who need them. However, the captions are not stored anywhere, so this is not a replacement for generating captions for a recorded video. If you want to store captions for later use, you should record your screen using Zoom or QuickTime. Use headphones and a good quality microphone to improve the quality.