

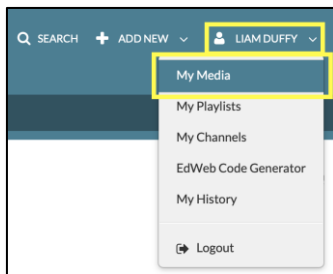
Media Hopper Create

Using an existing subtitle file with content on Media Hopper Create

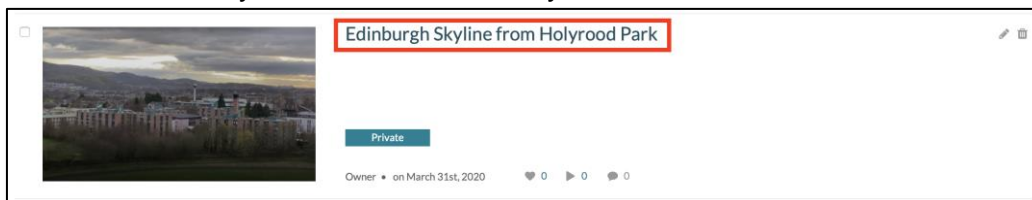
As well as requesting automated captions, you can also upload an existing subtitle file to use with your content on Media Hopper Create. The following file formats are supported: SRT and DFXP.

Uploading your subtitles file

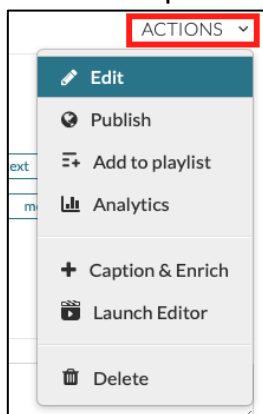
1. Click on **Your Name** (or **Guest** if you have not yet logged in) at the top right of the page, and click **My Media**.



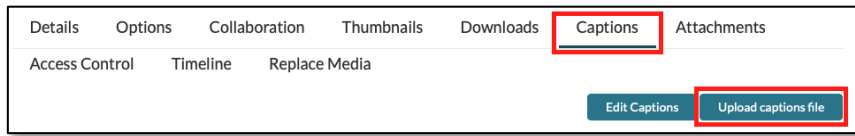
2. Find the content you would like to add your subtitles file to, and click on its title.



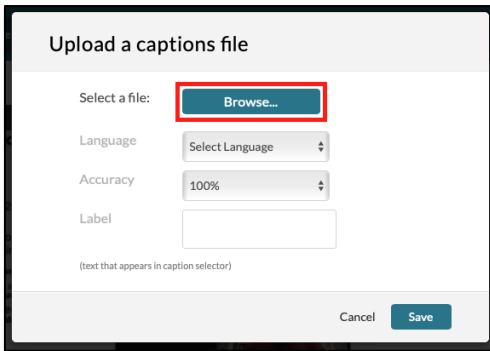
3. When the playback page opens, click **Actions** under the player, and click **Edit** from the dropdown menu.



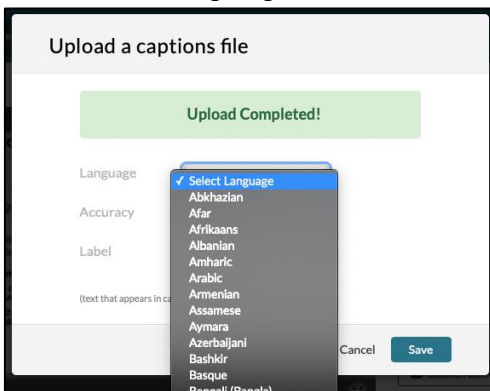
- When the Edit page opens, click on the **Captions** tab, then click the **Upload captions file** button.



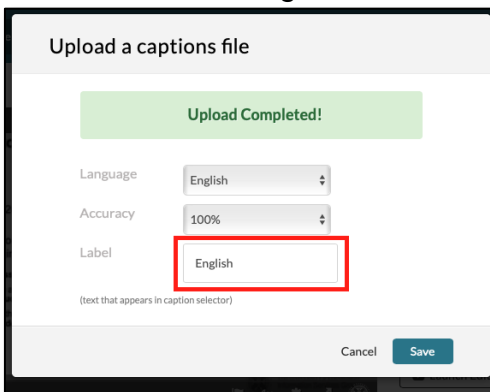
- Click **Browse...** and find your captions file from your computer's documents. The following file formats are supported: SRT and DFXP.



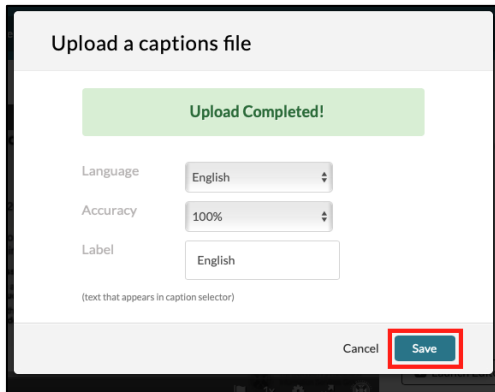
- Once the file has finished uploading, click the **Select Language** dropdown and choose the language the subtitles are in from the list.



- Set a **Label** for your subtitles – this is the name that will appear in the list when viewers are selecting a set of subtitles.



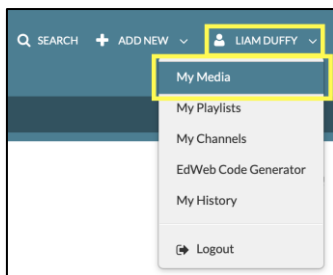
8. Click **Save**.



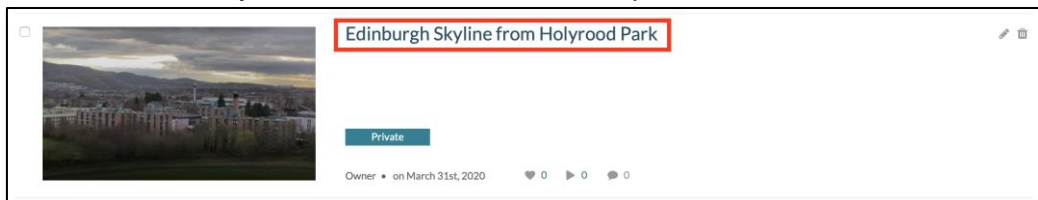
Editing your subtitles file

You can use the online subtitle editing interface to edit your uploaded subtitle files.

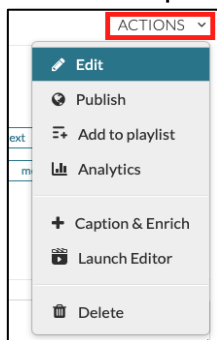
1. Click on **Your Name** (or **Guest** if you have not yet logged in) at the top right of the page, and click **My Media**.



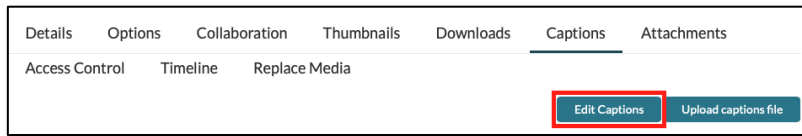
2. Find the content you would like to edit the captions of and click on its title.



3. When the playback page opens, click **Actions** under the player, and click **Edit** from the dropdown menu.



4. When the Edit page opens, click on the **Captions** tab, then click the **Edit captions** button.



5. This will open the captions editor interface. More information on using the online editor interface can be found on our training video and support guidance available here: https://media.ed.ac.uk/media/0_e5w9ufj2

