

# **YouTube and Yuja Closed Captioning Checklist**

## **YouTube**

- Create new subtitles or CC
- Add new subtitles or CC (English - Automatic)
- Add Punctuation
- Check spelling
- Check capital letters, upper case nouns
- Check grammar and syntax

## **Yuja**

- Download SRT file (Caption file)
- Open in Text Edit or Notepad

Complete the following:

- Check spelling
- Add punctuations
- Check capitals letters, upper case nouns
- Check content

- Upload edited SRT file (Caption file)