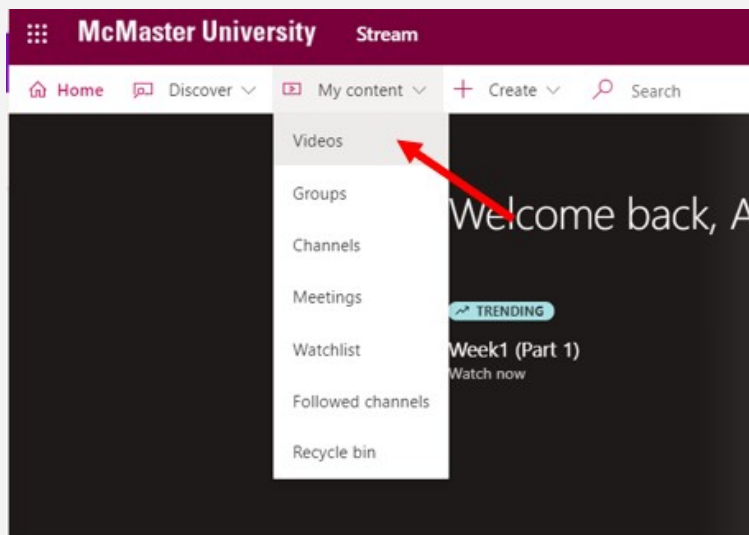


2.6.1 Extracting a Transcript

If you create downloadable content, the captioning on the video will no longer appear when students download the video. This tutorial covers how to extract the transcript when creating downloadable content so it can be shared with students. **Do tutorial 2.6 first.**

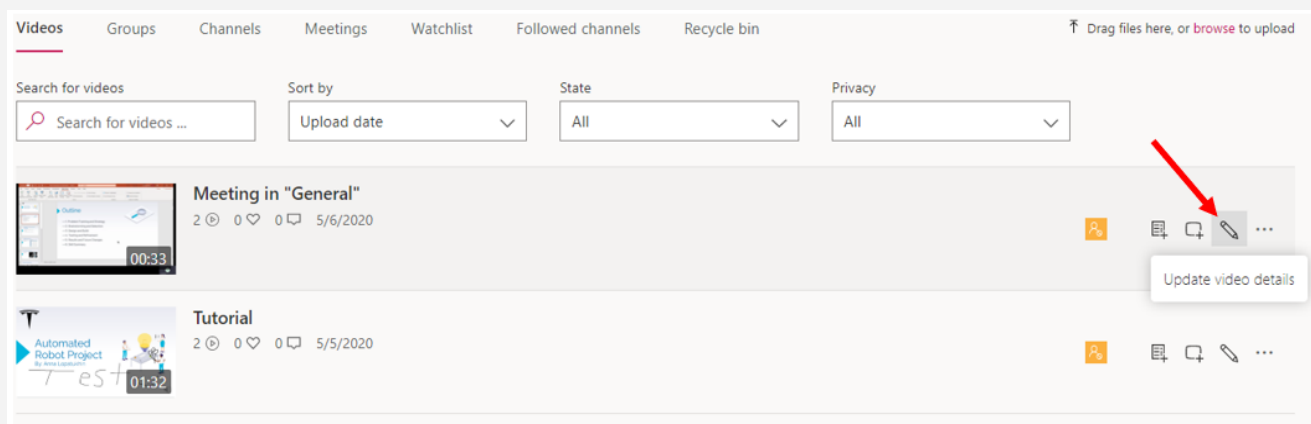
STEP 1

Open Microsoft Streams, select **My Content** then **Videos** to see your content.



STEP 2

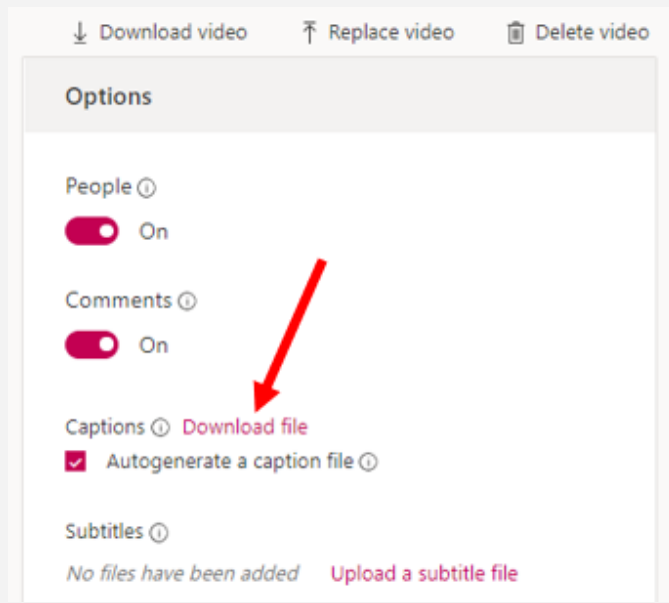
Choose your video and select the **Pencil**.



2.6.1 Extracting a Transcript

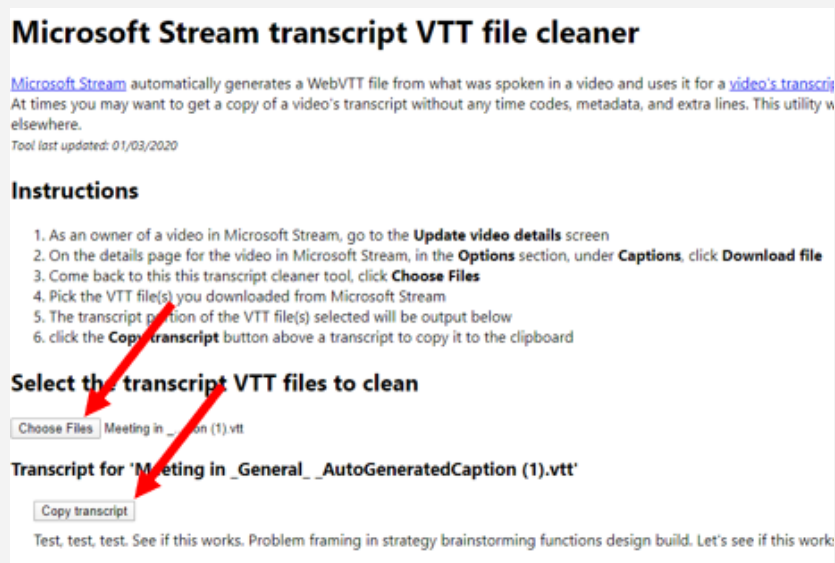
STEP 3

You can now see your video properties. Navigate to **Download file** next to captions. This will download a .vtt file that most computers likely will not have the software to transcribe.



STEP 4

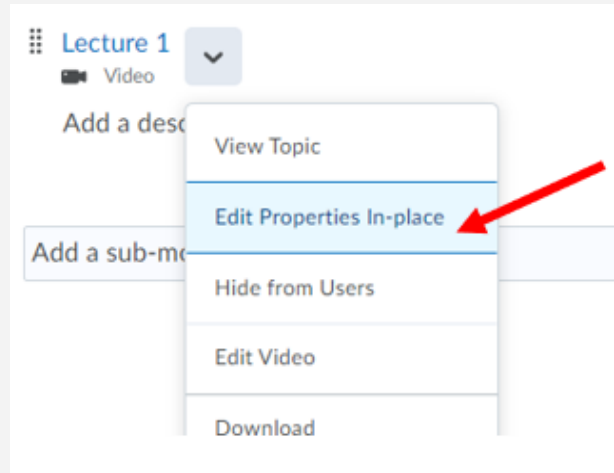
Navigate to <https://docs.microsoft.com/en-us/stream/media/stream-utils/cleanvtt.html> to transcribe the .vtt file. Select the file you wish to transcribe and the transcript will be generated. Select **Copy transcript**.



2.6.1 Extracting a Transcript

STEP 5

Head back to your video on Avenue, select the **drop down arrow** and then **Edit Properties In-Place** for the respective video.



STEP 6

Select **Add a description** and paste the transcript from step 4. Students will now be able to see the transcript when they watch the video.

