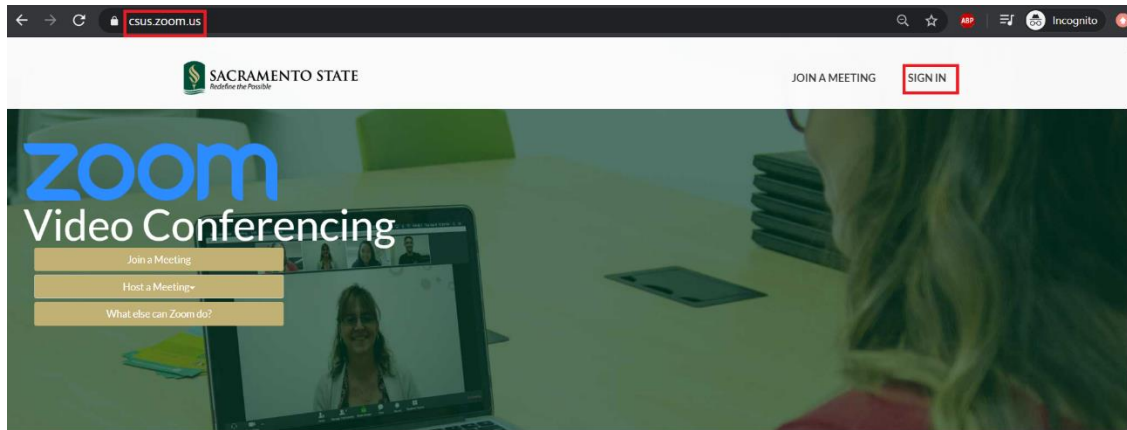
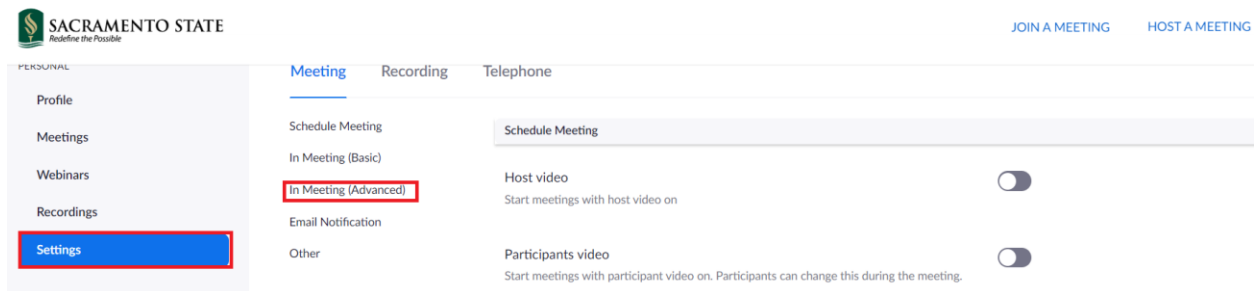


How To Enable Closed Captions in Zoom

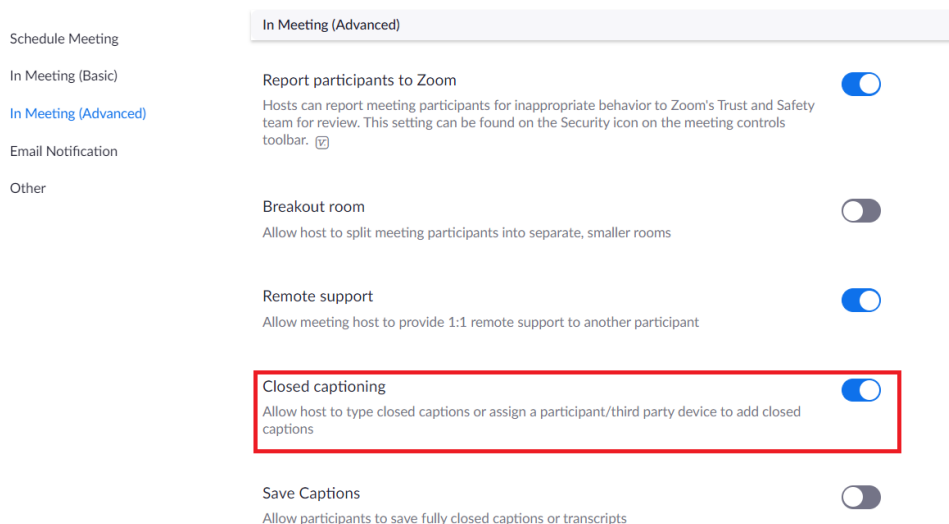
1. Log in to <https://csus.zoom.us>



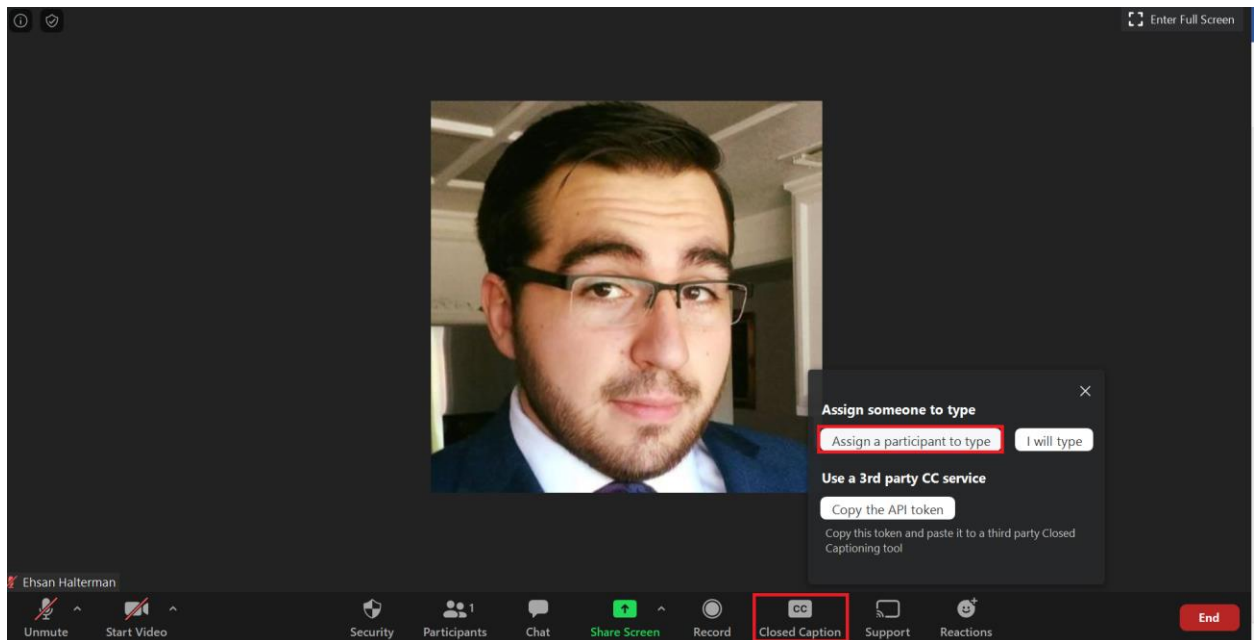
2. Click on “Settings” on the left-hand side of the screen followed by “In Meeting (Advanced)”.



3. Ensure “Closed captioning” is enabled.



4. After following the steps above, when you enter your Zoom meeting, you should now see a “CC” button in the bottom black menu bar.



5. When you click on the “CC” button followed by “Assign a participant to type” the Participants panel will open to allow you to select who will be typing for the meeting.
6. Once the captioner begins typing, the other attendees will then see a “CC” button of their own appear, in which they may simply click on it to enable the live captions.

- Additional Material: https://support.zoom.us/hc/en-us/articles/207279736-Using-closed-captioning#h_45f95867-9c71-4acd-888f-5a1475b4cd8e
- <https://support.zoom.us/hc/en-us/articles/115003498783-Viewing-Closed-Captions>