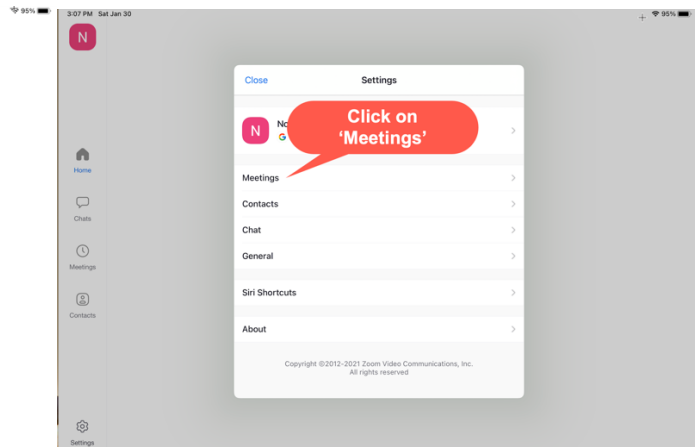
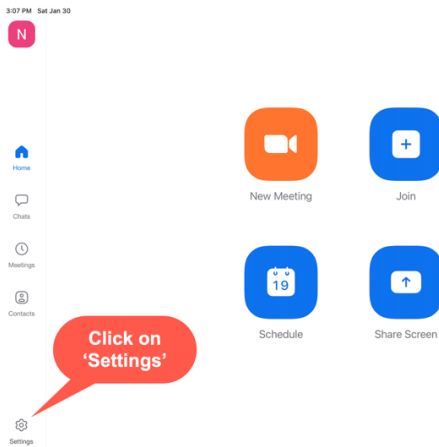


Closed Captioning on ZOOM for iPads - updated V. 5.4.10

We have enabled automatic closed captioning in Zoom Webinar for those audience members who find closed captioning (subtitles while someone is talking) helpful. **Remember that you only need to set this up once:** Zoom will hide (or show) subtitles in all future webinars the way you set it up.

Prior to (or following) a webinar, go to your updated Zoom app on your iPad desktop. **You are no longer able to hide or show closed captioning (subtitles) while on a webinar.** We recommend that you update your Zoom app regularly. These are updated instructions for iPads, version 5.4.10.

1. On the Zoom app:

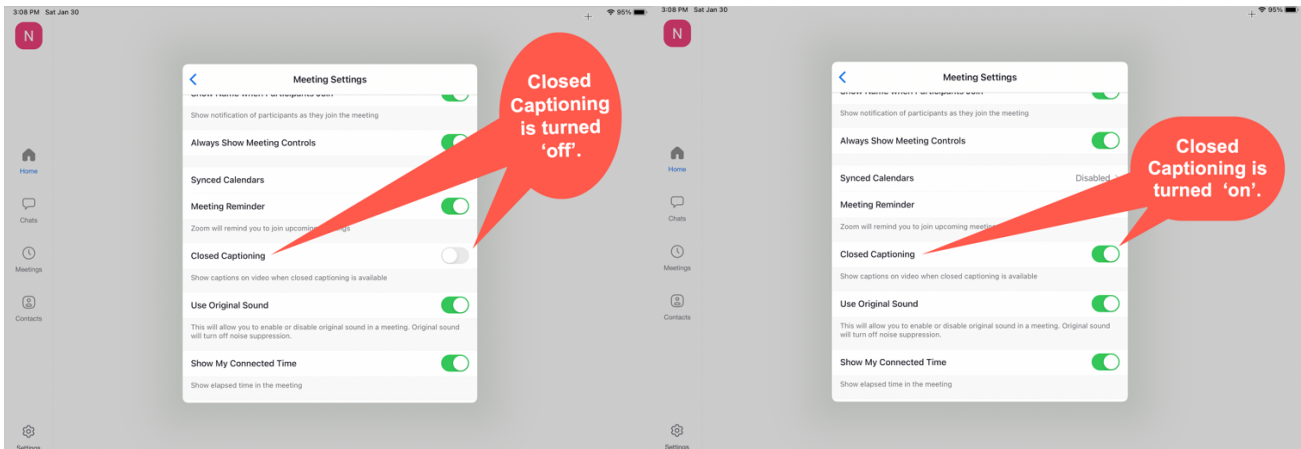


2. Once in 'Settings -> Meetings', scroll down and click on 'Closed Captioning'.

- To turn **OFF** Closed Captioning, toggle the **green** button to **off**.
- To turn **ON** closed captioning, toggle the button so that it turns **green**.

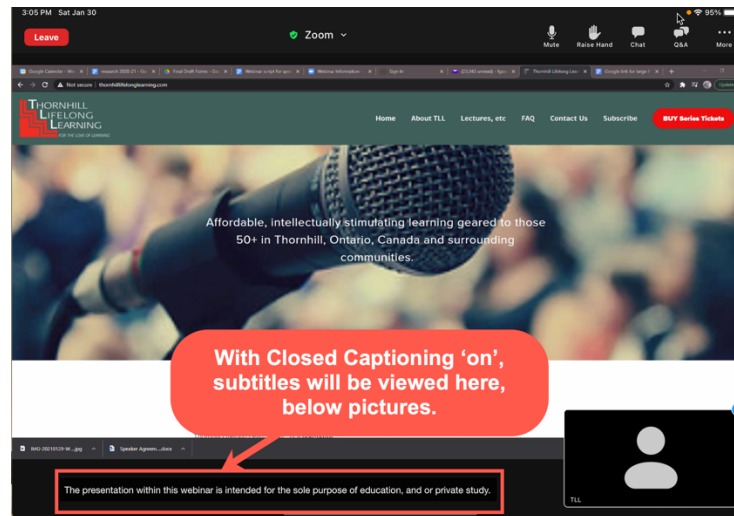
OFF

ON



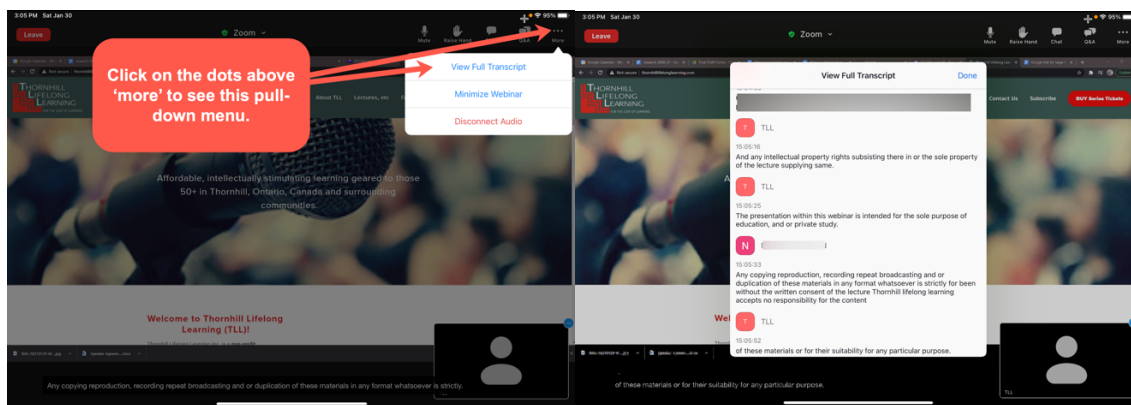
Closed Captioning on ZOOM for iPads - updated V. 5.4.10

This is how the closed captioning (subtitles) will appear on your iPad screen while in the Zoom webinar:



On an iPad (unlike on a computer), the size and location of the subtitles (closed captioning) cannot be changed. It will now appear in the black margin below the Zoom pictures.

While in Zoom webinar, you are still able to view *'Full Transcript'*. However the window of the *'Full Transcript'* will sit on top of your Zoom pictures. On the iPad, you cannot move the *'Full Transcript'* around as you can on a computer. This *'Full Transcript'* will show text of what is spoken.



Note: In order to keep up with new features of Zoom's *Closed Captioning*, you need to regularly **update your Zoom settings**. This *'automatic Closed Captioning'* option is new to Zoom as at December 2020, so new features will likely be added or changed regularly.