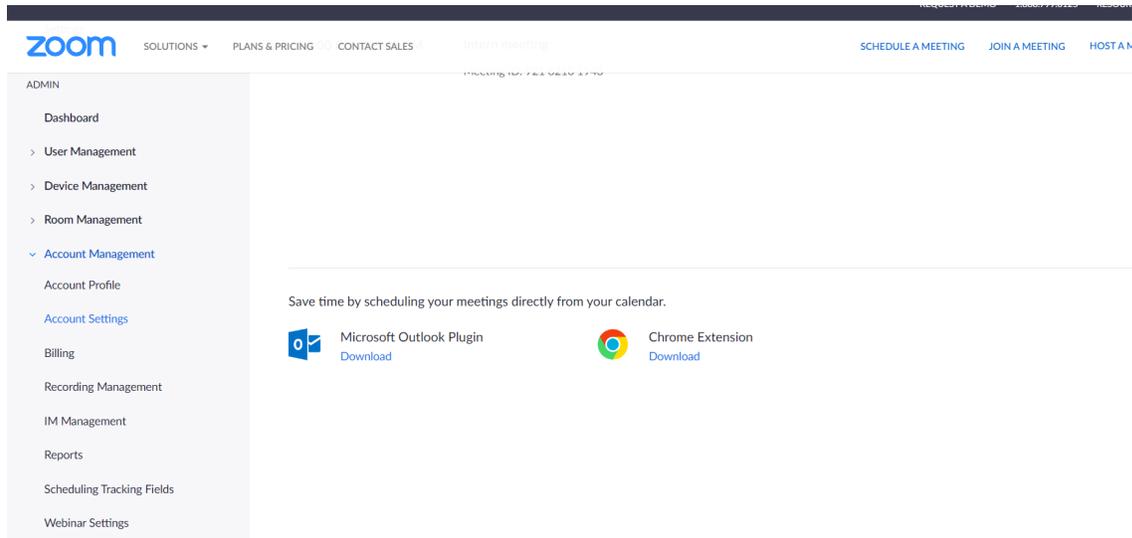
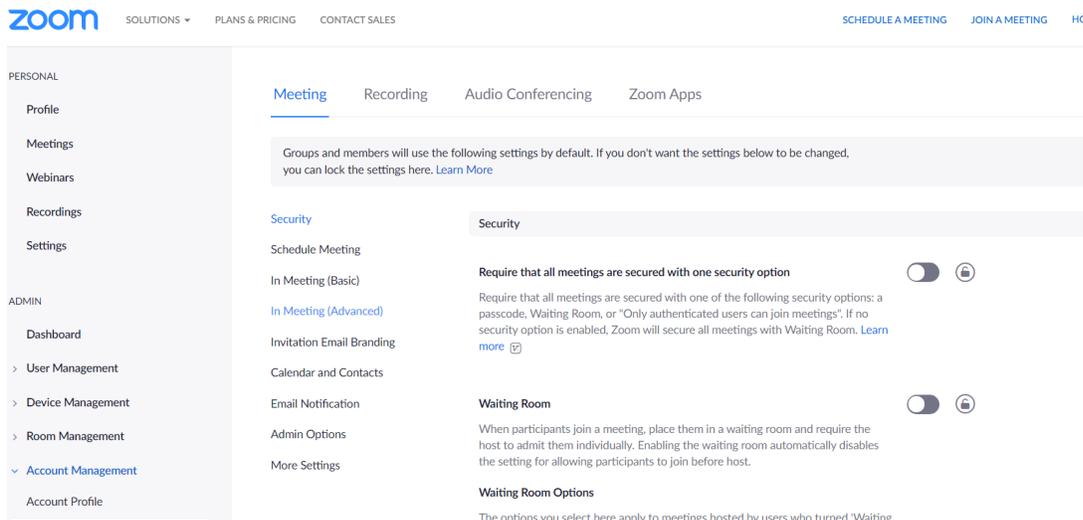


To enable closed captioning in Zoom, please follow the steps below.

1. Log in to the Zoom account, then select the 'Account Management' option
2. Select 'Account Settings'



3. Click on the 'Meeting option', and select the 'In Meeting (Advanced)' option



4. Please select 'Enable live transcription service to transcribe meeting automatically'

## 5. 'Allow viewing of full transcript in the in-meeting side panel'

The screenshot shows the Zoom Admin Console interface. At the top, there are navigation links: SOLUTIONS, PLANS & PRICING, CONTACT SALES, and a search bar. On the right, there are buttons for SCHEDULE A MEETING, JOIN A MEETING, and HOST A MEETING. A left sidebar contains a menu with items: Security, Schedule Meeting, In Meeting (Basic), In Meeting (Advanced) (highlighted in blue), Invitation Email Branding, Calendar and Contacts, Email Notification, Admin Options, and More Settings. The main content area is titled 'Remote support' and contains the following settings:

- Allow meeting host to provide 1:1 remote support to another participant** (toggle on)
- Closed captioning** (toggle on, lock icon)
  - Allow host to type closed captions or assign a participant/3rd-party service to add closed captions
  - Allow use of caption API Token to integrate with 3rd-party Closed Captioning services
  - Allow live transcription service to transcribe meeting automatically
  - Allow viewing of full transcript in the in-meeting side panel
- Save Captions** (toggle on, lock icon)
  - Allow participants to save fully closed captions or transcripts
- Language Interpretation** (toggle off, lock icon)
  - Allow host to assign participants as interpreters who can interpret one language into another in real-time. Host can assign interpreters when scheduling or during the meeting.
- Far end camera control** (toggle off, lock icon)

**Note:** This feature requires Zoom version 5.7.0 or higher.