



Fisheries and Oceans
Canada

Pêches et Océans
Canada

Canadian
Coast Guard

Garde côtière
canadienne

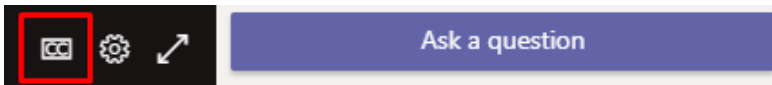
Live Captions for Microsoft Teams Live Events

How to access live captions

Step 1: Open the live event using the live event hyperlink

[Join live event](#)

Step 2: Click on the **closed captions (CC)** icon at the bottom right of your screen

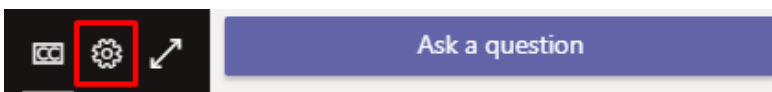


Step 3: To confirm that your selection has worked, if the captions are ON a grey bar will appear under the CC icon

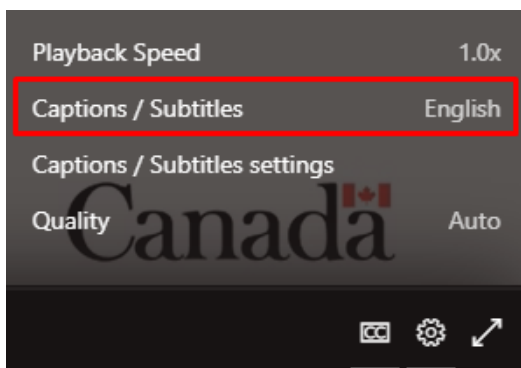


How to change the caption language

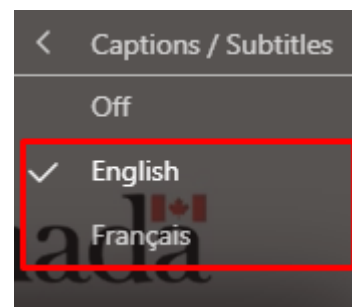
Step 1: To change the caption language, click on the **Settings** icon



Step 2: Select **Captions / Subtitles**



Step 3: Select your preferred language



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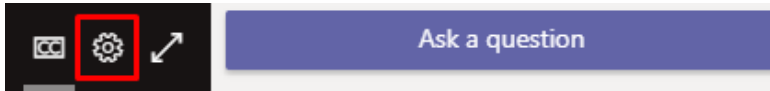
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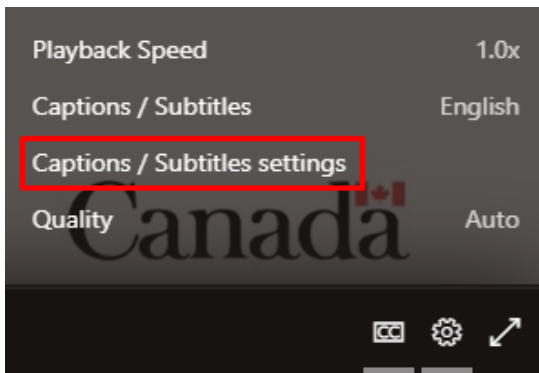
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How to change the caption settings

Step 1: To change the caption settings, click on the **Settings** icon



Step 2: Select **Captions / Subtitles settings**



Step 3: From here, you can select the **text size**, **text color**, and **background transparency**

