

# Learning-Video Caption Readiness Checklist

Run this before you publish a captioned lesson. Automatic captions are a draft; this list is what turns the draft into a compliant, tracked, accessible caption.

---

## A. Accuracy and review

---

- ASR draft generated, then corrected by a person to 99% accuracy
- Technical terms, names, numbers, and code identifiers verified against the source
- Speaker labels and meaningful sounds added (not dialogue only)
- No remaining errors that change meaning

## B. Format and delivery

---

- Captions stored as WebVTT for web playback (HTML track element, HLS, DASH)
- SRT or TTML/IMSC generated only where a delivery pipeline requires it
- A full transcript kept for search and study

## C. Compliance

---

- WCAG 2.1 SC 1.2.2 met for prerecorded video (Level A)
- WCAG 2.1 SC 1.2.4 met for live sessions (Level AA)
- Regional law confirmed: EU EAA and/or US ADA Title II / Section 508

## D. Tracking

---

- Caption toggle wired to xAPI cc-subtitle-enabled and cc-subtitle-lang
- Caption-usage and language data flowing into learning analytics