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

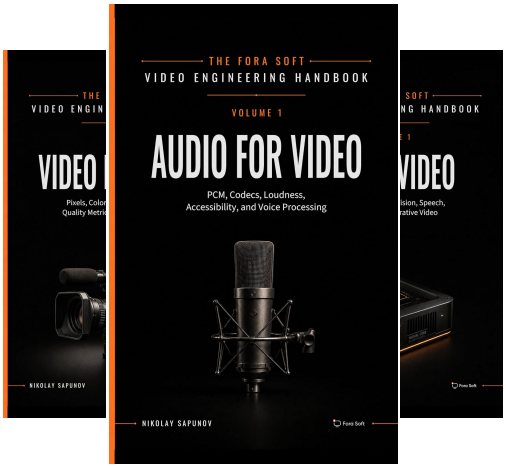
- [ ] Captions stored as WebVTT for web playback (HTML track element, HLS, DASH)
- [ ] SRT or TTML/IMSC generated only where a delivery pipeline requires it
- [ ] A full transcript kept for search and study

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



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This checklist takes automatic captions from draft to compliant, tracked and accessible. Our seven-volume handbook covers the stack captions depend on; start with Volume 4 for accessibility and subtitles, then Volume 6 for speech recognition, and Volume 1 for the video you caption.

WHAT YOU WILL FIND INSIDE

- Accessibility, captions and subtitles (Vol. 4)
- Encoding lesson video (Vol. 1)
- Speech recognition and diarization (Vol. 6)

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Vol. 1 · Video Encoding — pixels and color to H.264, HEVC, AV1, quality metrics and AI
Vol. 2 · Video Streaming I — network transport, contribution and ingest, HLS, MPEG-DASH, CMAF
Vol. 3 · Video Streaming II — ABR, CDNs, players, WebRTC, DRM and the economics of delivery
Vol. 4 · Audio for Video I — PCM, codecs, loudness, accessibility, real-time voice processing
Vol. 5 · Audio for Video II — jitter buffers, lip sync, Atmos, quality metrics, neural codecs
Vol. 6 · AI for Video I — models and inference, computer vision, speech, search, generative video
Vol. 7 · AI for Video II — real-time pipelines, agents, serving, cost, compliance, verticals

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