Step 4 – Add Captions

- Add Captions is to Add Text on an image or Video.

- You have two options. The first one is the same that I showed how to do that on Step 3 – Part A to add Text on top of the Add Blank.

- The second option is to use Add Text that I mentioned before in Step 3 – Part A.

- Next is what you have to do first.

- After that I will show you how to Add Caption with Add Text. But, I like the first option vs. using Add Text.

- **First you click on this icon** ▶❙ **and it takes you to the next image. Click again if you want to go to the next image.**

- **Next is what happens.**
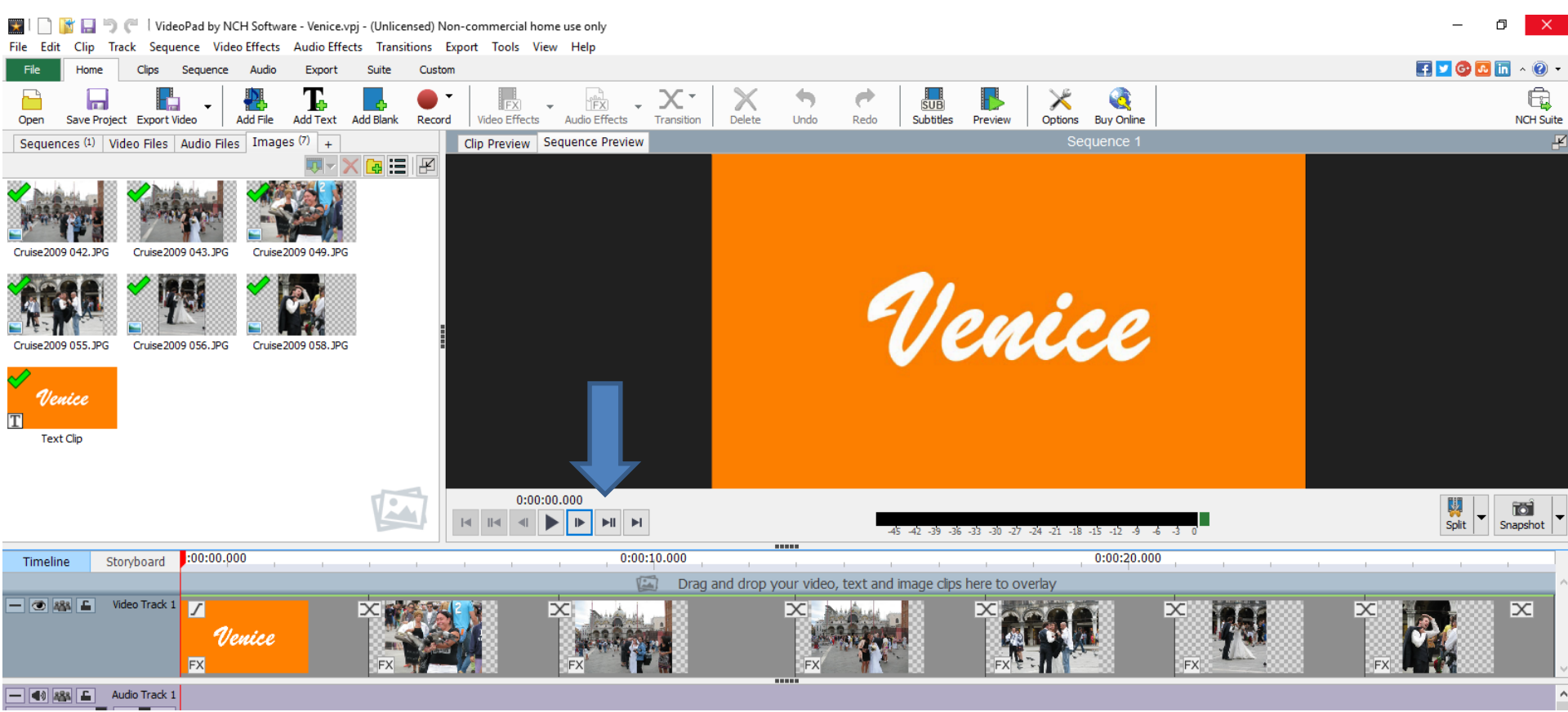
- **When you click on the icon, it takes you the first image and you see it. Then you click on Subtitles**
- **Next is what happens when you click on it.**
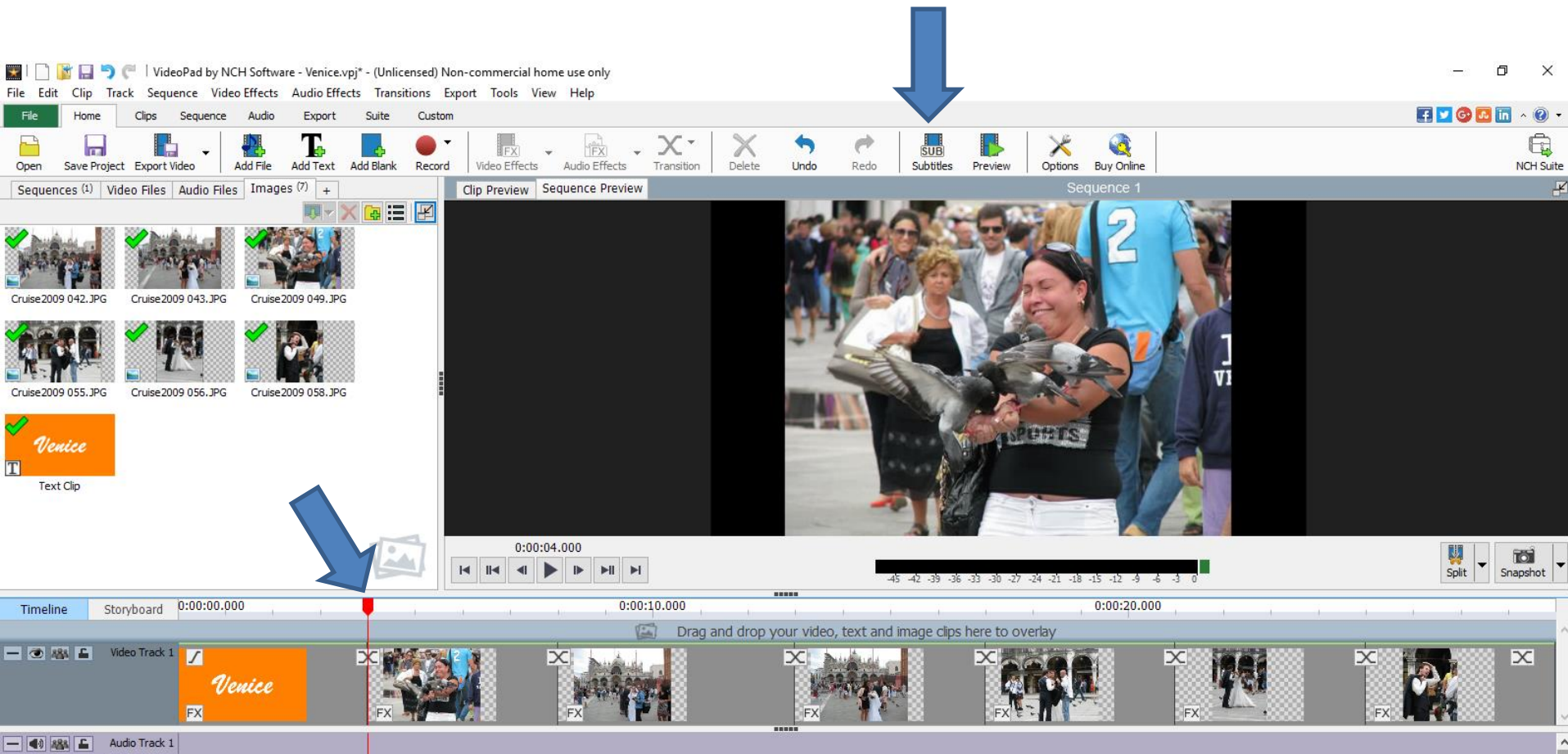
- **A new window opens. You follow the same process that I showed in Step 3 – Part A.**
- **Next is what happens.**
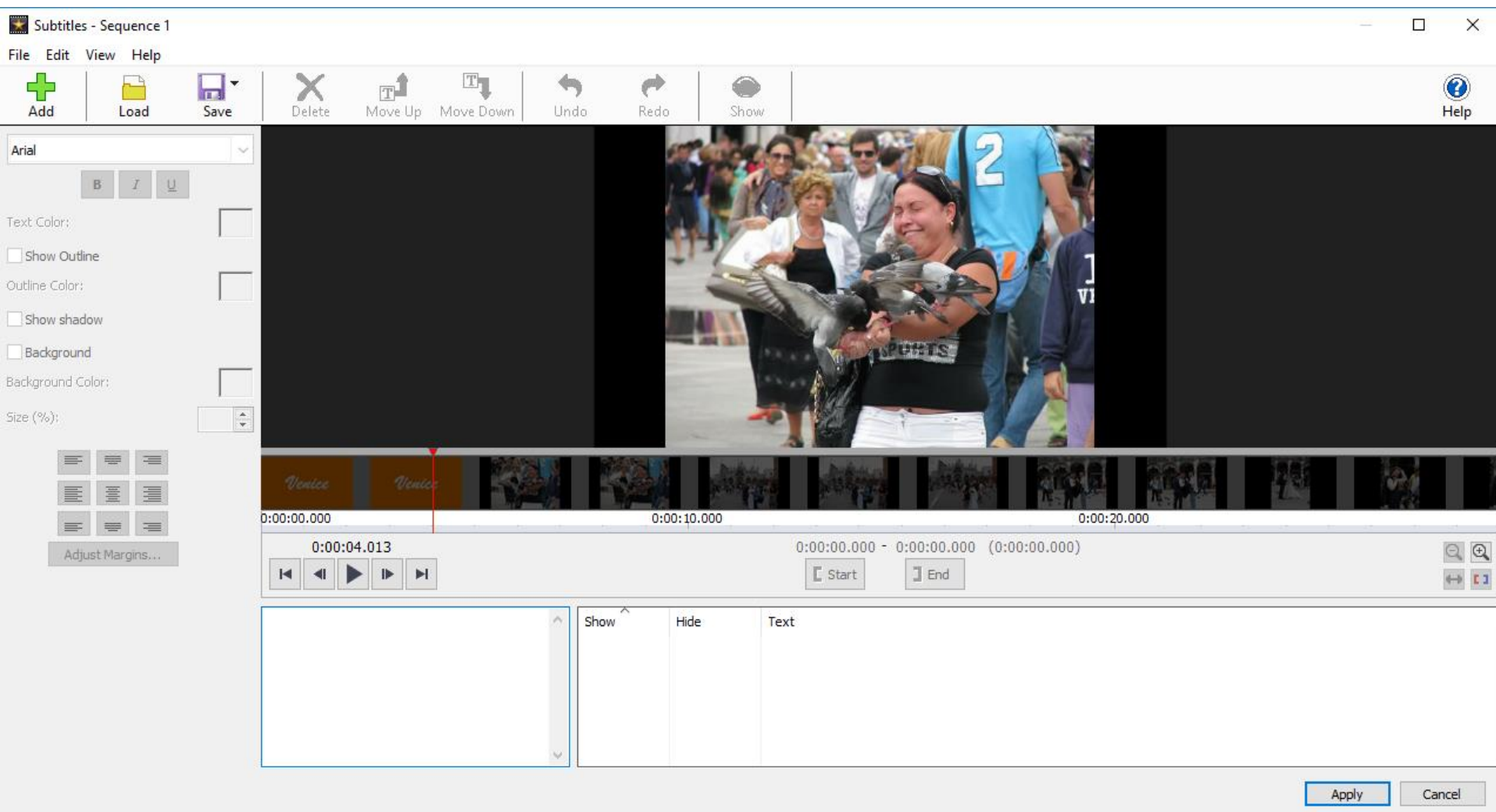
- **You see it. The default is about 3 seconds for the Caption. If we changed the image to 4 seconds, you may want to change the seconds of the Caption. First click on 7.000, which is next.**

- **You see it highlighted and type in like 8, so it is 4 seconds. Note – The start was 4.001, which is not a problem.**
- **Next is what happens when you type in 8.**
- **After that is how to add the same caption to more then one image.**

0:00:10.000   0:00

0:00:04.001 - 0:00:07.000   (0:00:02.999)

[Start   ] End

Show	Hide	Text
0:00:04.001	0:00:07.000	Bird

- **When you type it 8 and then click outside it, you see the difference. Then click on Apply.**

- **Next is how to add another caption and put it to more then one image.**

- **Once you click on Apply, you follow the same process of clicking on the Icon to go to the next image and click on Subtitles.**

- **Next is what happens.**
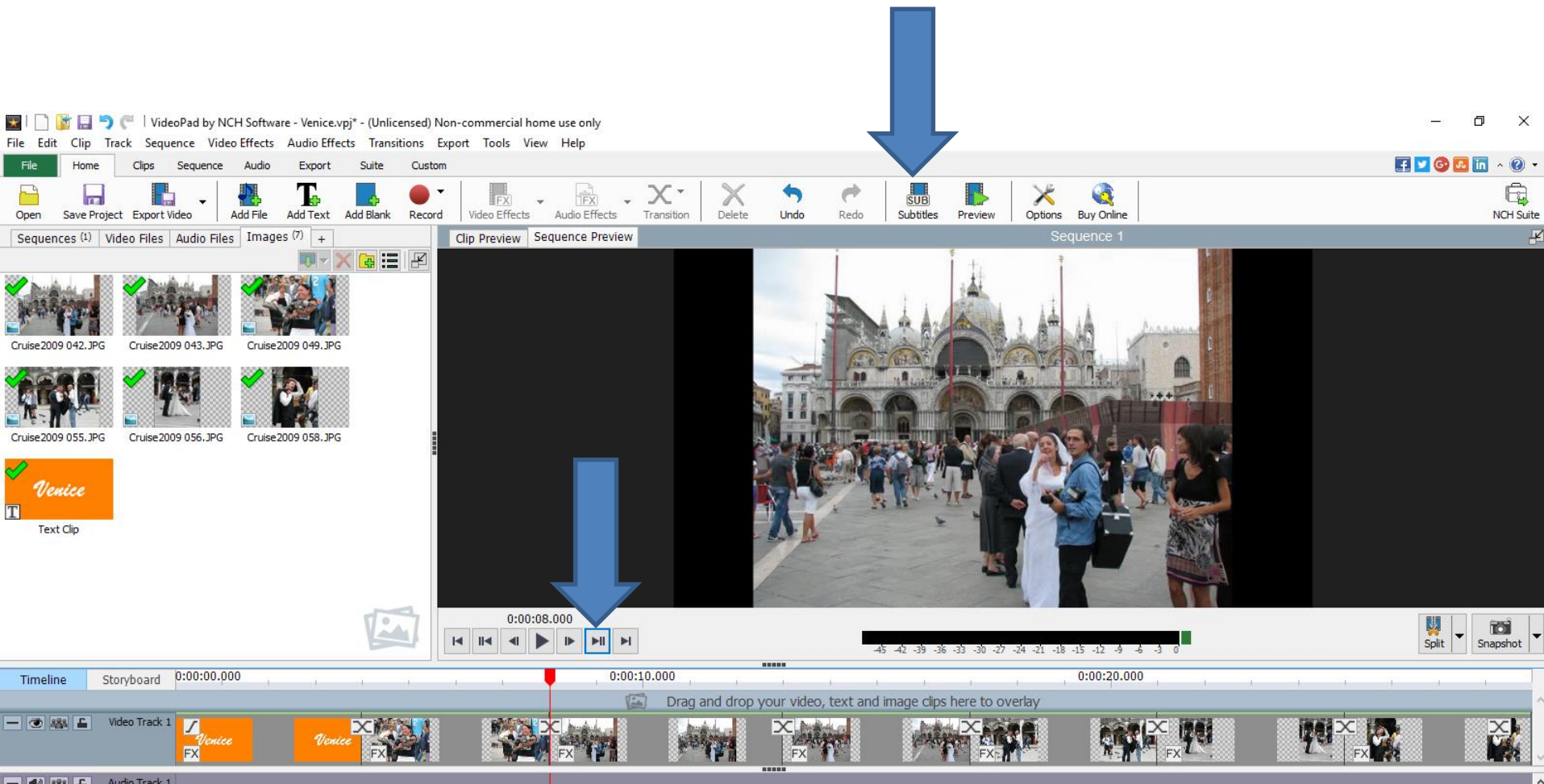
- **New window opens again and you the first caption, but you see the next image. To add a new Caption, you click on Add in the upper Left. Next is what happens.**

- **When you click on Add you see this and follow the same process to type in Text for the second caption, which is next.**

- **Here is a sample. Note – the color was the same as the first Caption, but you can change it.**
- **Next is how to put this Caption to other images.**

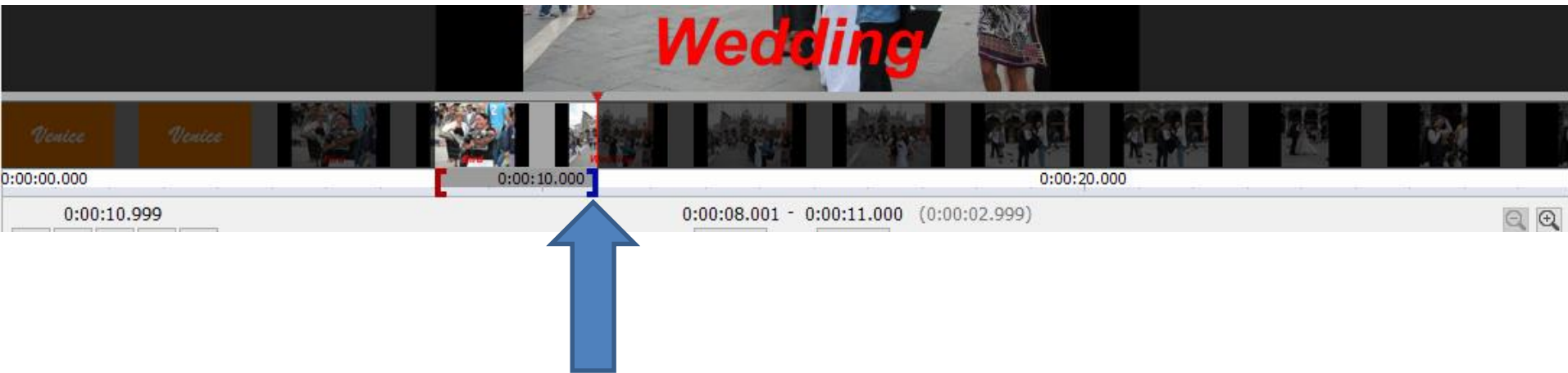- **Here is a sample. Note – the color was the same as the first Caption, but you can change it.**

- **Next is how to put this Caption to other images.**

- **You left click on this icon ▌ and hold it down and drag it to the right to the point to which images to end.**

- **Next is a sample of dragging to the end because all the other images are Wedding.**
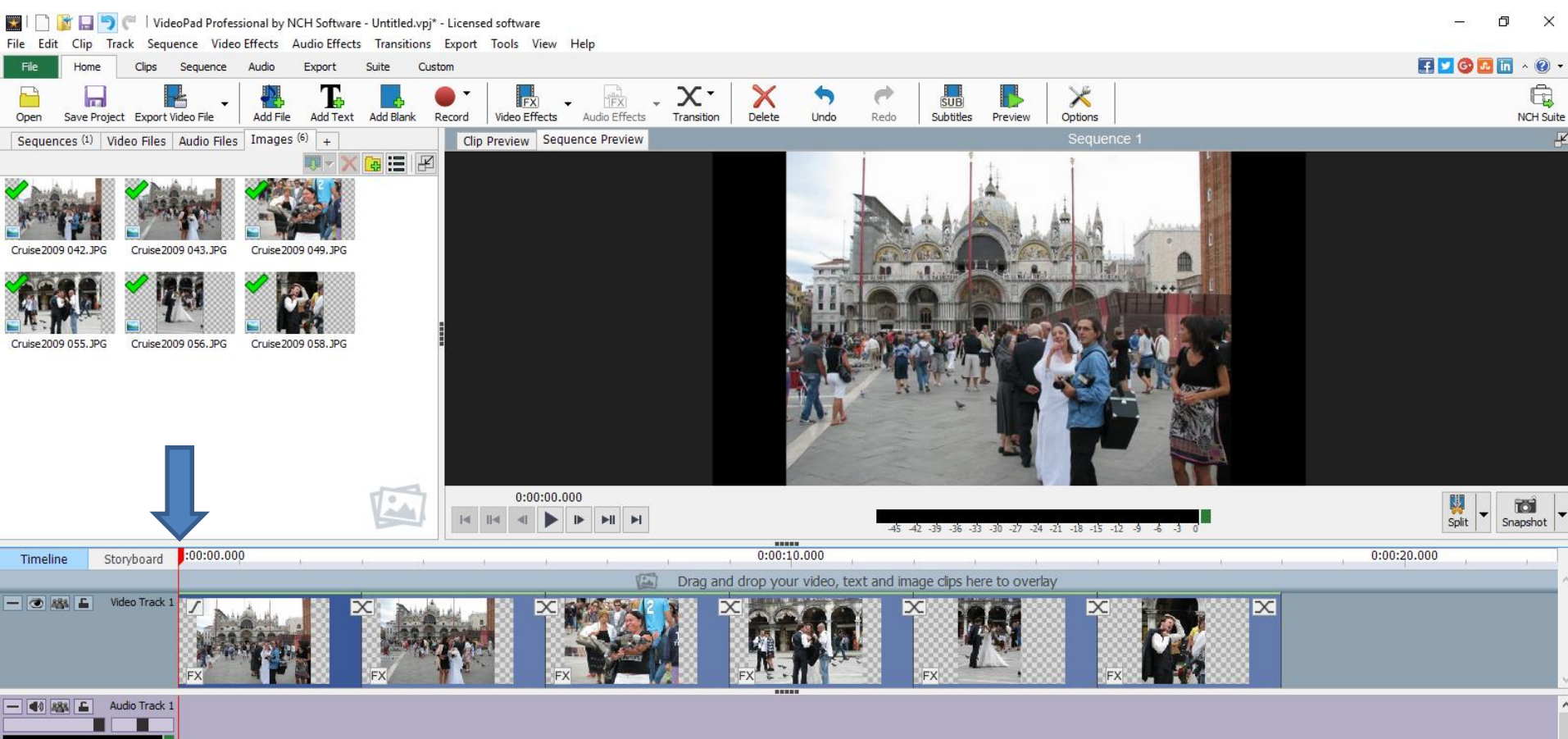
- **You see it on all of the other images.**
- **Then click on Apply again and it is complete.**
- **Next is how to Add Caption with Add Text.**

- **Here is a sample of dragging images to the bottom, like I showed in Step 3 – Part A.**
- **To add Caption to an image using Add Text, you have to drag the line to the image you want, which is next.**

- **Here is a sample of dragging the line to this image.**
- **Next, you click on Add Text, and next is what happens.**
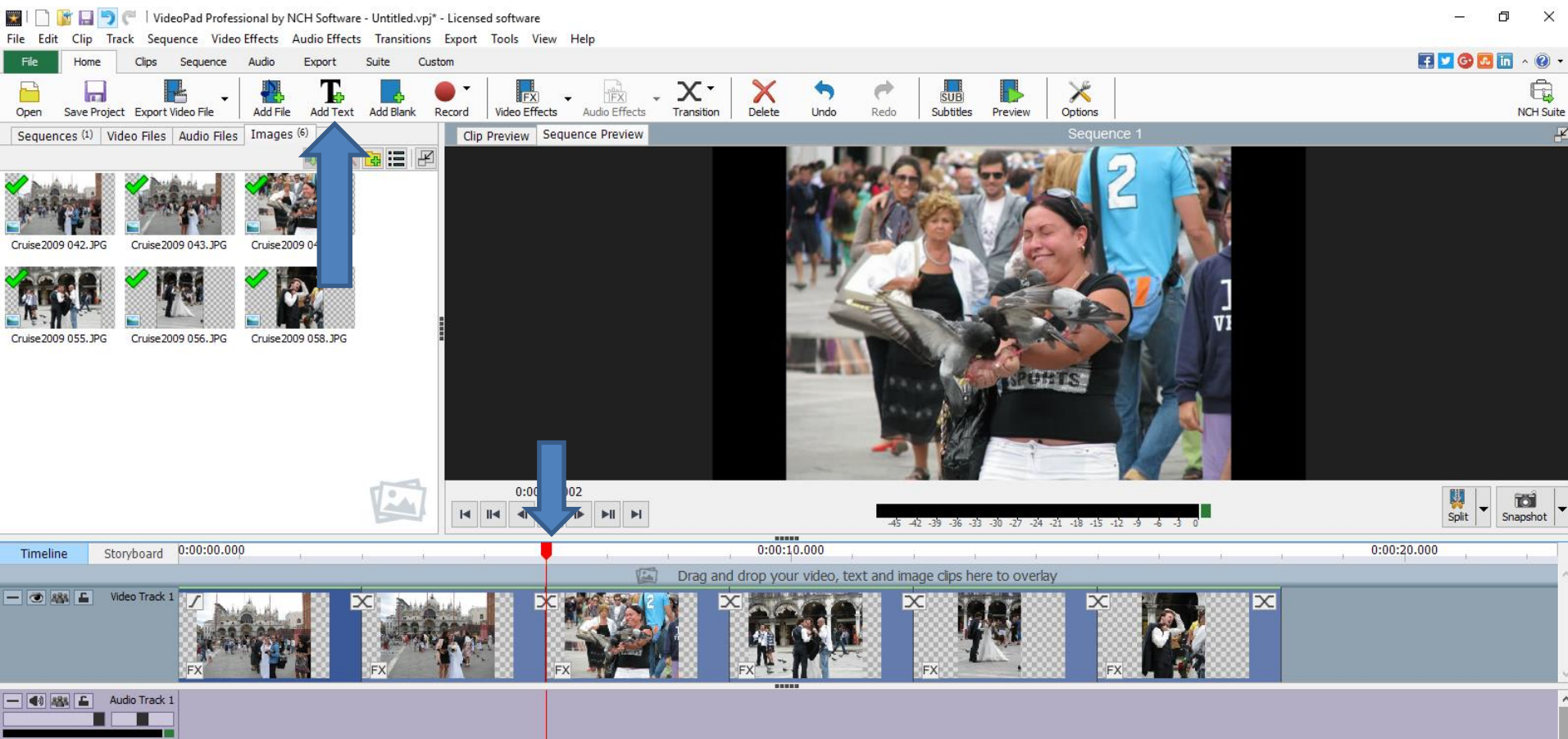
- **You see Video Track 2 with the Add Text and the Text Clip in the Images folder.**
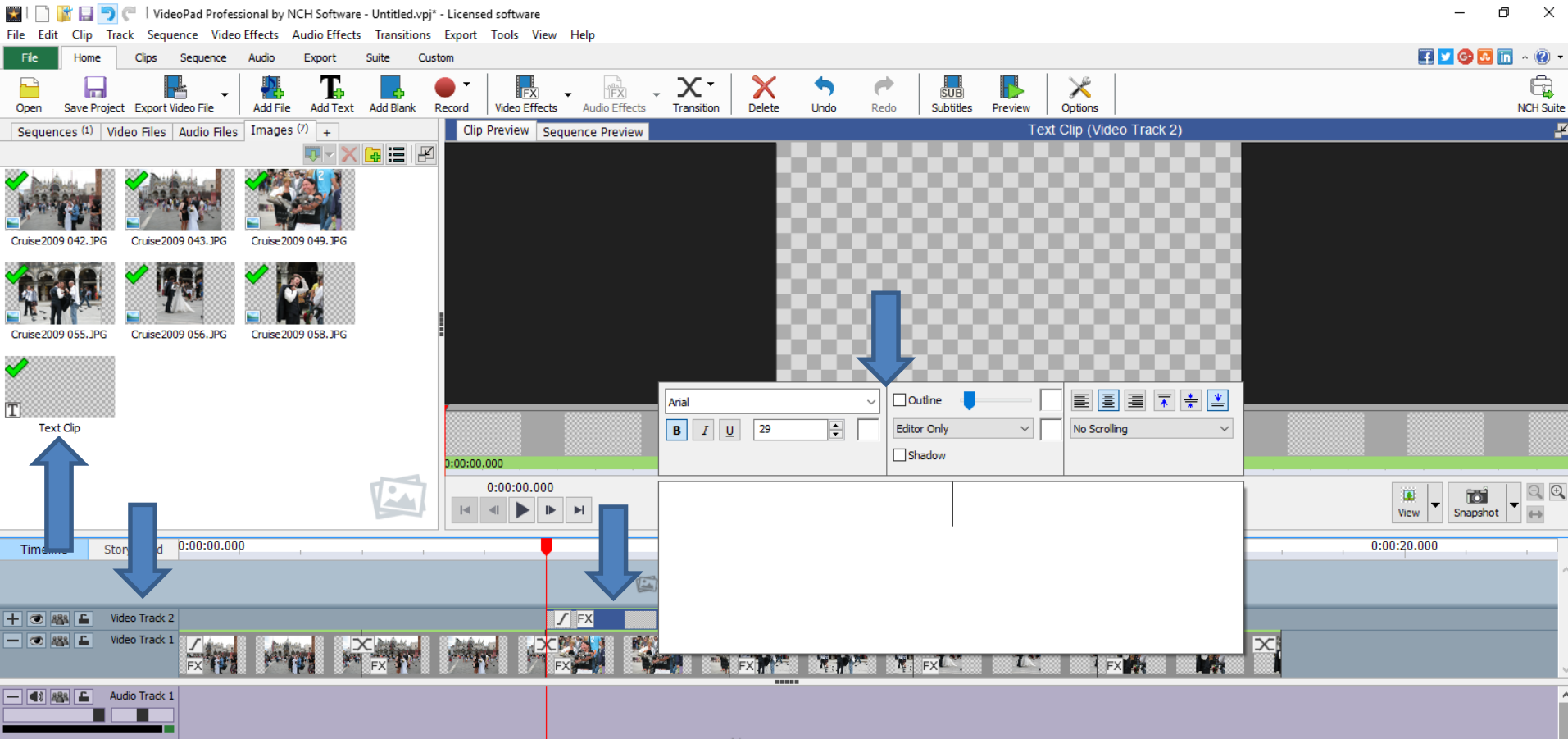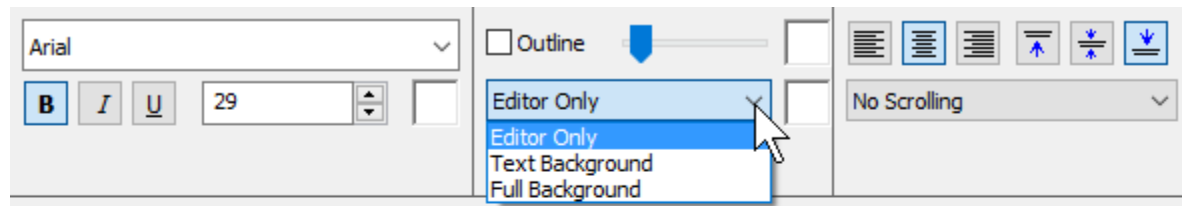- **You also see a new window to type in the Text.**
- **Next I will explain what you have to do.**

- **If you have done a Title with Add Text, sometimes it shows Full Background as default.**

- **You have to have it as Editor Only to add the Text on the image.**

- **You type in Text, like Bird, and follow the same process that I showed in Step 3 – Part A, except the Full Background Color. Next is what happens.**

- **When you finish, click outside and you then see it on the image.**
- **This is the End of Step 4.**