



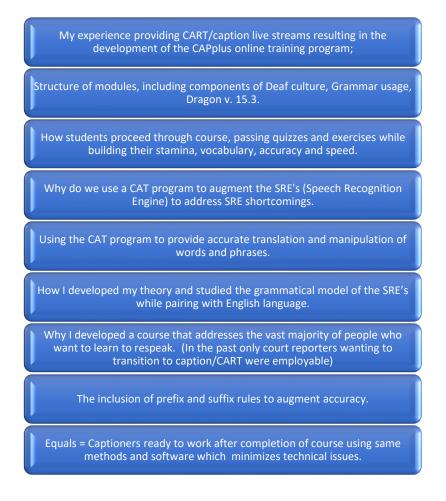




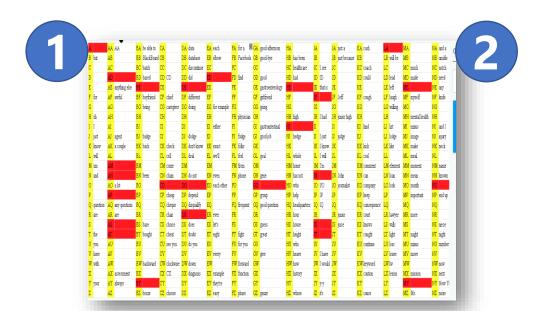
Training Voice Writers/Respeakers in the U.S.

Implementation Presentation

Topics for Today's Presentation



Voice Writing - How it Has Evolved



Dragon v. 3.5 –used in courtroom setting without CAT system.



- Creating notes and lists of words and phrases;
- Develop prefix and suffix rules;
- Develop method for homonyms;
- Speech Patterns and English.
- Using different patterns of speech, high pitch, low, deep voice.
- Dragon's SRE

Closed Captioning on Television

Español | 繁體中文 | Tagalog | Tiếng Việt | 한국어

Closed captioning displays the audio portion of a television program as text on the TV screen, providing a critical link to news, entertainment and information for individuals who are deaf or hard-of-hearing. Congress requires video programming distributors (VPDs) - cable operators, broadcasters, satellite distributors and other multi-channel video programming distributors - to close caption their TV programs.

FCC closed captioning rules

FCC rules for TV closed captioning ensure that viewers who are deaf and hard of hearing have full access to programming, address captioning quality and provide guidance to video programming distributors and programmers. The rules apply to all television programming with captions, requiring that captions be:

- Accurate: Captions must match the spoken words in the dialogue and convey background noises and other sounds to the fullest extent possible.
- Synchronous: Captions must coincide with their corresponding spoken words and sounds to the greatest extent possible and must be displayed on the screen at a speed that can be read by viewers.
- Complete: Captions must run from the beginning to the end of the program to the fullest extent possible.
- Properly placed: Captions should not block other important visual content on the screen, overlap one another or run off the edge of the video screen.

The rules distinguish between pre-recorded, live, and near-live programming and explain how the standards apply to each type of programming, recognizing the greater hurdles involved with captioning live and near-live programming.

(The FCC does not regulate captioning of home videos, DVDs or video games.)

Exempt programming

Currently there are two categories of exemptions from the closed captioning rules, self-implementing and economically burdensome:

- Self-implementing exemptions include public service announcements shorter than 10 minutes and not paid for with federal dollars, programming shown from 2 a.m. to 6 a.m., and programming primarily textual. There is also an exemption for locally produced non-news programming with no repeat value. See a complete list of self-implementing exemptions.
- The FCC has established procedures for petitioning for an exemption from the closed captioning rules when compliance would be economically burdensome. Find out about the economically burdensome exemption.
- Even if a program or a provider is exempt under the Commission's rules, it may still have obligations under other federal laws to make its video programming accessible to individuals with disabilities.

FCC Caption Guidelines

- Accurate: Captions must match the spoken words in the dialogue and convey background noises and other sounds to the fullest extent possible.
- Synchronous: Captions must coincide with their corresponding spoken words and sounds to the greatest extent possible and must be displayed on the screen at a speed that can be read by viewers.
- Complete: Captions must run from the beginning to the end of the program to the fullest extent possible.
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This is the process of converting audio content of a television broadcast, webcast, film, video files, DVD, live events, academic and graduate level classes into text that displays the words simultaneously with speech on a platform such as Skype, Adobe Connect, StreamText, WebEx, GoToMeeting for a consumer (that is Deaf or hard of hearing) to read. Words are not the only display of the spoken language, but other spoken dialogue or narration may include speaker tokens or identifiers, sound effects and a description of music.

Later in this manual we will provide step-by-step instructions for using <u>SpeechCAT</u> features and functions to incorporate the parameters discussed in this manual.

First, it is important to know your audience. It is also important to know something about the Deaf and hard of hearing community. Start at the beginning, visit: https://dcmp.org/elearning and use their online training tools to familiarize yourself with Deaf culture and hearing loss. [Hint: Take the on-line test to earn your certificate].

Your audience depends on your skills to "hear" and translate into text the words and sounds. There is a procedure that is outlined by the DCMP (Described and Captioned Media Program)¹ to provide captioning or CART service which is listed below.

- Captions/CART should be synchronized and appear at approximately the same time as the audio is delivered;
- Equivalent and equal in content to that of the audio, including speaker tokens and sound effects;
 - 3. Accessible and readily available to those who need or want them.

Captioning and/or CART should include as much of the original language as possible; words or phrases which may be unfamiliar should be replaced with simple synonyms.

No altering of the original transcription should be necessary to provide time for the caption to be completely read to synch with the audio.

- 3. What is Voice Writing?
- 4. What is CART/captioning?
- 5. Identifying Potential Candidates.

Goals of Providing CART/Captioning:

- 1. Errorless transcription for each event.
- Consistency in style and presentation for consumer understanding.
- 3. Complete textual representation of audio, which includes speaker tokens and non-speech information.
- 4. Display text with enough time for the consumer to read completely, sync'd with the audio.
- 5. Make sure that the meaning and intention of the material is complete and not altered. Spelling and capitalization are important factors in the CART and capitoning field. Consistency in spelling throughout an event is important for ease of reading. Vocabulary should follow conventional words and dictionary style guidelines. Special focus on proper names, technical terms and languages should be verified from an authoritative source before input into the vocabulary.

Do not emphasize words using all capital letters unless it is to indicate something such as [SCREAMING], [FIRE SIREN]. Lower case sound effects that include descriptors should be added as a phrase, such as: [machine gun firing] rat-a-tat-tat

[dog barking]ruf-ruf-ruf

When spelling a word, denote with hyphens such as J-O-H-N to indicate to the consumer that the word is being spelled out.

Use the ellipsis to lead into or out of audio that relates to on-screen graphics. When using quotation marks to indicate direct quotes use the beginning quotation mark and the ending quotation mark and add these to the vocabulary.

Presentation rate is the number of captioned words per minute that display on-screen.

This is crucial to the consumer who needs time to read the captions, put them with the graphic representation, if any, and comprehend the message.

Paraphrasing is sometimes necessary to accomplish these goals and it is important when doing so that the captions maintain the original meaning, content and vocabulary.

Studies show that lower-to-middle educational consumers should be captioned in the range of 120-130 words per minute. Upper-level educational consumers may be captioned slightly above the 120–130 wpm range. However, no captions should remain on the screen for less than two seconds.

Course Development

- Deaf culture Why Be a Caption Provider?
- <u>Voice Writing</u> The Fundamentals of Dragon
- Features of <u>SpeechCAT</u> Why Use A CAT System?
- <u>Development</u> of Caption Skills Listen and Repeat Exercises.
- What is **CART**?
- Development of <u>Technical Skills</u>.
- Final Assessment.



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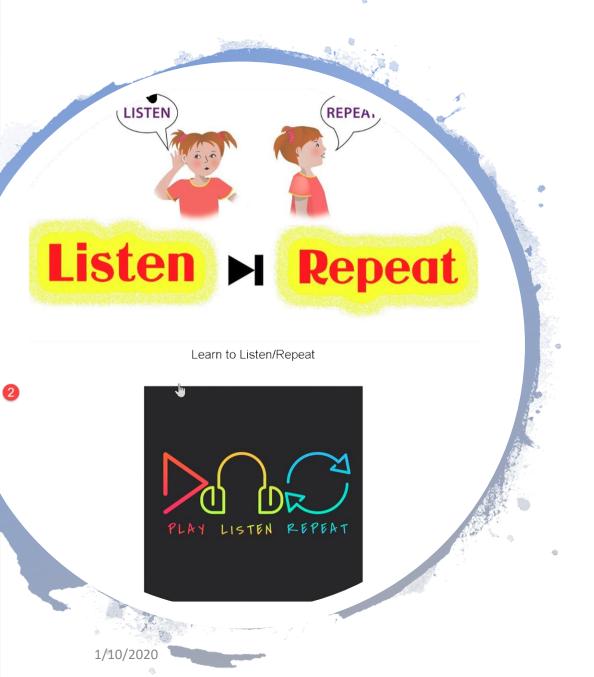
Introduction to On-Line Learning and Deaf Culture

- Each student learns about <u>Deaf Culture</u> and a brief history of captions.
- Course details materials required to be successful.
- Resources provided for study.
- Forums to share thoughts, experiences and understanding of resources.
- Quiz at the end of module to test comprehension of materials provided in Lesson I.



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Introduction to Listen and Repeat Techniques

Introduction to Dragon NaturallySpeaking

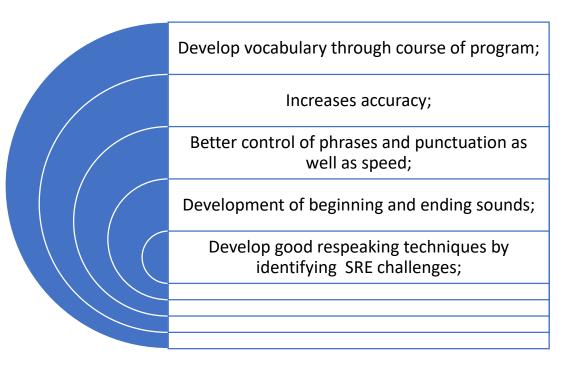
- ✓ Set Dragon Options
- ✓ The Art of Listening and Repeating
- ✓ Vocabulary Building
- ✓ Word Stress, intonation
- ✓ Unspoken syllables
- √ Work on memorization/phrasing skills

Developing Respeaking Techniques and Assessing Candidates

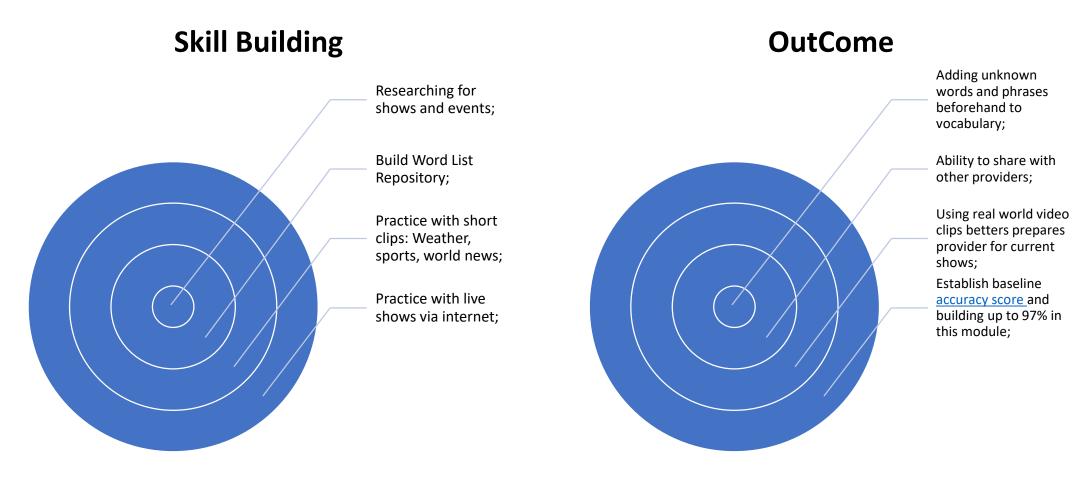
Practice

Begin with standard vocabulary; Learn the proper correction method; Build memory skills; Short audio drill practice dictated by myself; Observation by each candidate of potential mistranslates;

Achieve



Practicum Skill Building is More Than Listening and Repeating



Modems, Streamtext and Third Party Software Used in Delivery of Streaming Text

Standardized list of equipment requirements provided before training begins;

Modems – USB vs. External -

• Not all Peripherals are the same, each candidate is provided with links;

TCP/IP connection setup used in iCap;

Streamtext setup used for Zoom, YouTube, Adobe Connect;



Learning Outcomes

