

## Enabling Closed Caption Encoding using the Classroom's Master Presentation Station

In order to **display closed captioning** in the classroom when using your classroom's **Master Presentation Station**, you will need to have a DVD that has Closed Captioning encoded. **Closed Captioning is not encoded on all DVDs.** If your disc does have captioning encoded, use the **desktop computer** to play the video in the classroom.

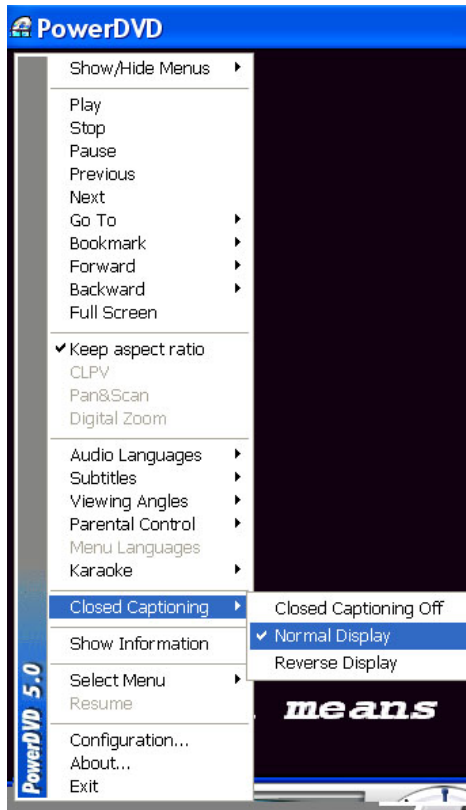
1. Turn on the computer and log in. The username is **"instructor"** and the password is **"learn"**. Be sure to select the **"Workstation Only"** check box.
2. Open the program **"PowerDVD"**. Usually there is a shortcut icon on the desktop. If there is no shortcut, click on **"start"** and then **"programs"** in the lower left corner of the monitor to find the PowerDVD program.



3. Once the program is opened **begin playing your DVD.**



4. When the DVD is playing, **Right Click** with your mouse **in the viewing window** displaying the DVD.



5. Scroll down to “**Closed Captioning**” and **left click** with mouse.
6. On drop window **left click** with mouse on “**Normal Display**”.

Once these steps are followed-on your classroom’s computer closed captioning will be enabled each time you log in as “instructor”. If you choose to log in with your personal account, you will need to follow these steps the first time you log in.