ZOOM PARTICIPANT- HOW TO TURN ON CAPTIONS

This is what the captions look like when they are integrated into Zoom. As you can see, they are overlaid on the bottom portion of the Zoom video/slides.
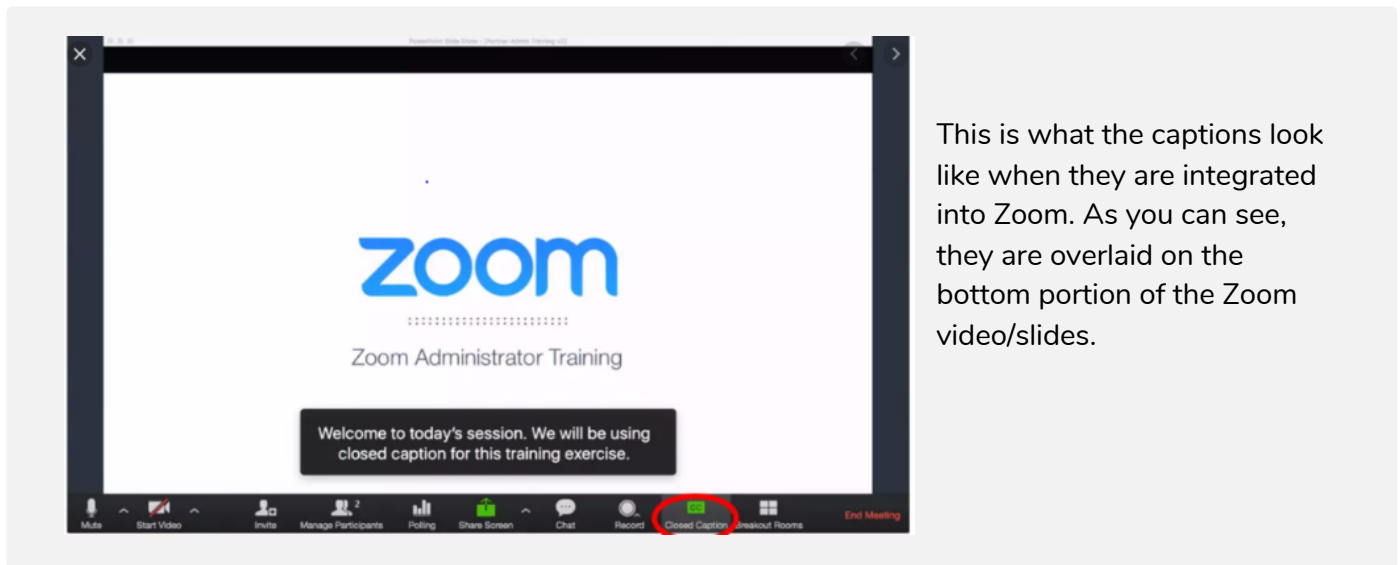
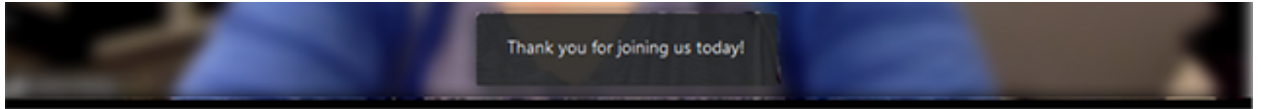**As a participant to turn on the captions:**

1. When closed captions are in use, you will see a notification.
    - In a meeting, it will appear in the controls at the bottom of your screen.
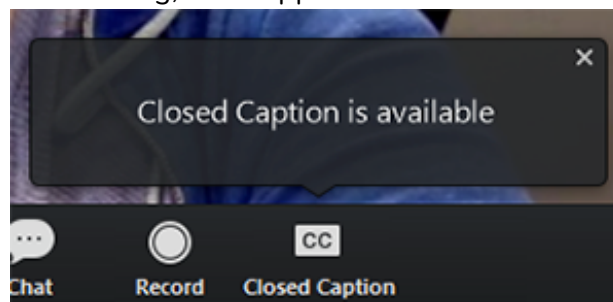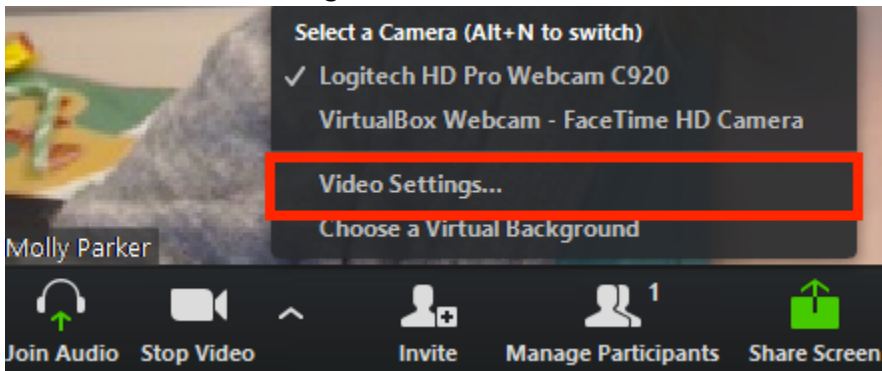

   - Click the CC button or **click the small ^** and then click "Show Subtitle."
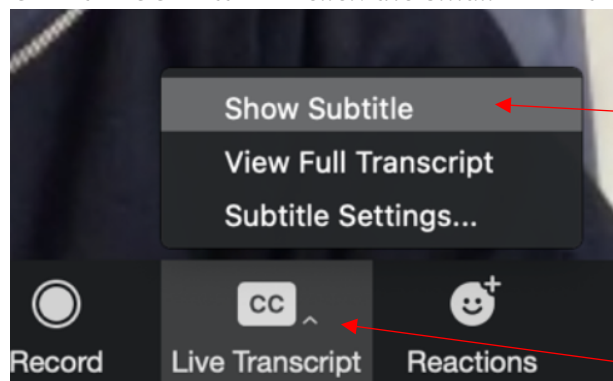
2. You will see the captioning at the bottom of your screen.

3. *Optional*: If you need to adjust the caption size, click on the arrow next to stop/start video and choose Video Settings.

4. Click on Accessibility.
5. Move the slider to adjust the caption size.