



***Wimba Classroom
Captioner Guide***

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Wimba Classroom Captioner Guide

Background

The legislation referred to as "Section 508" is an amendment to the Workforce Rehabilitation Act of 1973. The amendment was signed into law by President Clinton on August 7, 1998. Section 508 requires that electronic and information technology that is developed or purchased by the Federal Government is accessible by people with disabilities.

With respect to Wimba software, Section 508 requires that users with hearing disabilities have captioning available for all audio elements (i.e., the audio portion of any media stream). Captioning can be either "Open", in that everyone sees the captions, or "Closed", in which users can choose whether or not to view the captions. Since Open Captioning can be distracting to users that do not require the captions, Wimba has incorporated Closed Captioning into its Wimba Classroom product.

Best Practices

We strongly recommend that a trained, skilled Captioner (from a professional service) provide Closed Captioning during a live presentation. If your institution or organization does not have access to a Captioner, please contact your Wimba Professional Services Manager for further discussion.

Prior to a live presentation, it is important that the presenter and Captioner are in communication. We recommend using Wimba Classroom's private text chat feature, so the presenter can alert the Captioner when the event is about to start. A presenter must start an archive for captioning to be captured in its recording.

Be sure to inform participants with hearing impairments about the method for enabling Closed Captioning (as detailed in the *Enabling Closed Captioning* section below) within a live or archived presentation. You can facilitate this in several ways:

1. Via Email

- Prior to a live presentation
- Following a presentation, to provide access to an archived session (if a Captioner was present)

2. Using the Text Chat Area

- To inform all users
- To alert specific individuals, via private messaging

3. Using Slides

- On the Title Slide of a presentation
- In the footer of each slide

Enabling Closed Captioning

Users may enable Closed Captioning during a live or archived presentation by entering a text-based command. As a Captioner, you should always enable captioning to confirm it is functioning properly.

To Enable Closed Captioning

1. Log-in to Wimba Classroom (as directed in the *Captioning a Live Presentation* section below).
2. In the Text Chat Input field, type `/cc` and press **Enter** on your keyboard

This command will also disable captions, if enabled.

Captioning a Live Presentation

There are three supported methods to insert Closed Captioning:

- Entering captions directly from the Wimba Classroom Text Chat Area
- Using the dedicated Captioners' interface
- Establishing communication between captioning software and the Wimba Classroom server

While alternate methods (including the use of third party software) may work, they have not been validated or tested. Only the processes mentioned below are officially supported by Wimba.

The following steps should be followed only by an experienced Captioner to ensure an optimal experience for hearing impaired users.

Using the Wimba Classroom Interface

- a. Log-in to Wimba Classroom, using credentials provided by a presenter or a Wimba Classroom Administrator
- b. In the Text Chat Input field, type `/closedcaption <message>`
- c. Press **Enter** on your keyboard
- d. Repeat this process throughout the presentation

Note: Be sure to enable the Closed Captioning display as directed in the Enabling Closed Captioning section above.

Using the Captioners' Interface

- a. Log-in to Wimba Classroom, using credentials provided by the presenter or a Wimba Classroom Administrator.
- b. Upon login, two Wimba browser windows are open: the login page and the actual Wimba Classroom.
- c. Leave both Wimba browser windows open. Return to the Wimba login page window. Within this browser window's address bar, enter the following URL:
`http://<server.wimba.com>/main/closedcaption.epl`
- d. Enter text in the blank field below the words "Enter Caption Text Below"
- e. Press **Enter** on your keyboard
- f. Repeat this process throughout the presentation

Notes:

You must input text directly into the Captioners' Interface; this method does not support the use of third party software to deliver captioning.

Be sure to enable the Closed Captioning display, within the Wimba Classroom interface window, as directed in the Enabling Closed Captioning section above.

Advanced Interaction with the Chat Server

If you plan to use this method, please contact your Professional Services Manager to confirm Port 8500 is open on your Wimba Classroom server to ensure proper connectivity with compatible captioning software.

This process also includes logging in to Wimba Classroom; within this interface, you receive event audio, determine when to start captioning, and enable the Closed Captioning display to confirm it is working.

Note: Most clients generally do not use this method, as it requires more in depth knowledge about the product. We have provided a sample program.

Test Program

The following perl script can be used as a simple command-line program; it takes captions on standard input and sends them to the server. This could be used either by a Captioner directly, or output could be piped to it from another program.

```
#!/usr/bin/perl

use IO::Socket;

$port = 8500;

$host    = shift(@ARGV);
$channel = shift(@ARGV);
$user    = shift(@ARGV);
$pass    = shift(@ARGV);
$nick    = shift(@ARGV);

$sock = IO::Socket::INET->new(
    PeerAddr => $host,
    PeerPort => $port,
    Proto => 'tcp') or die("Can't connect");

print $sock "LOGIN $user $pass $nick\n";
print $sock "JOIN $channel\n";

while(<>)
{
    print $sock "CLOSEDCAPTION $_";
}
```

The program takes 5 arguments: the hostname of the server, the Room ID captions will be sent to, the Captioner's username, password, and nickname (name that appears in the Participant Frame). Note that the Captioner's username and password must be created on the Wimba Classroom server.

Example:

```
$ perl closedcaption.pl beta2 sample_room Caption mypassword Caption
caption line 1
caption line 2
caption line 3
```

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