Definitions

1. **Closed captioning** is a process where specifically encoded text is placed onto video or other media for the benefit of those hard of hearing. Normally invisible, closed captioning requires an internal decoder to be activated for viewing on the monitor/television.
2. **Open captioning** is a process by which text is added to video or other media that is a written translation of the media's dialogue. Unlike closed captioning, open captions require no special decoding equipment for viewing on televisions or monitors and are always displayed and cannot be turned off.
3. **Voice recognition software** are apps where you use your voice and speak in natural language. AI then turns speech to text and can also understands spoken commands.
4. **Sound effects** are sound(s) other than speech or music made artificially for use in media. In captions and transcripts, they are normally marked with Brackets **"[ ]".**
5. **Font** is a set of characters of a certain size, weight, and style.
6. **Caption placement** is the location of captions on the screen.

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