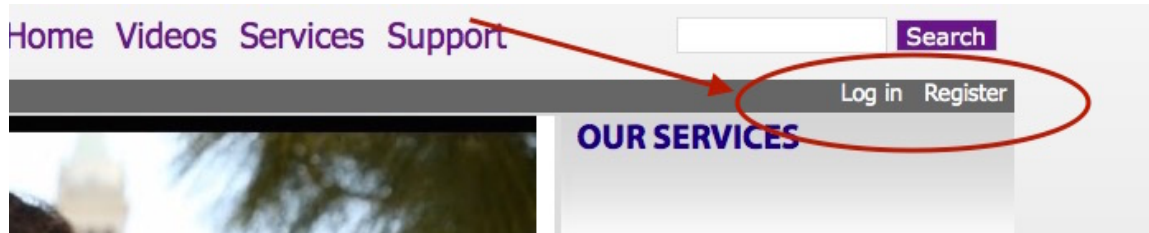


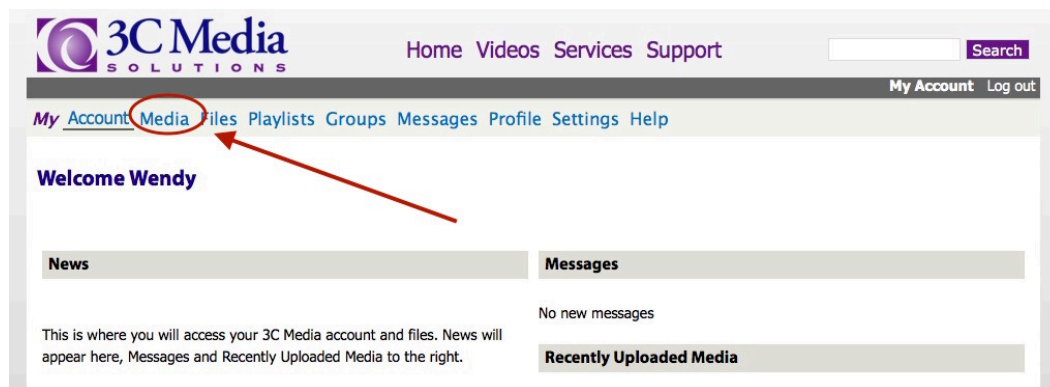
Requesting Closed Captioning From 3C Media

Go to 3C Media site at <http://www.3cmediasolutions.org/> and either login or register. If you are registering for an account, you must use your Pierce College email address.

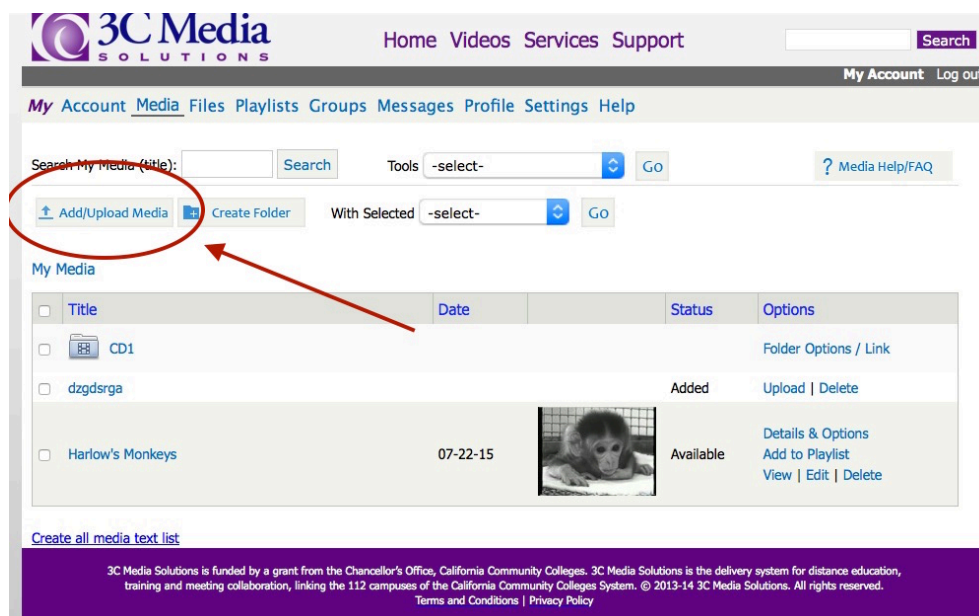


Once you get a verification email and you click on it, you need to login and request to upload media. Once you have been approved, here is the process.

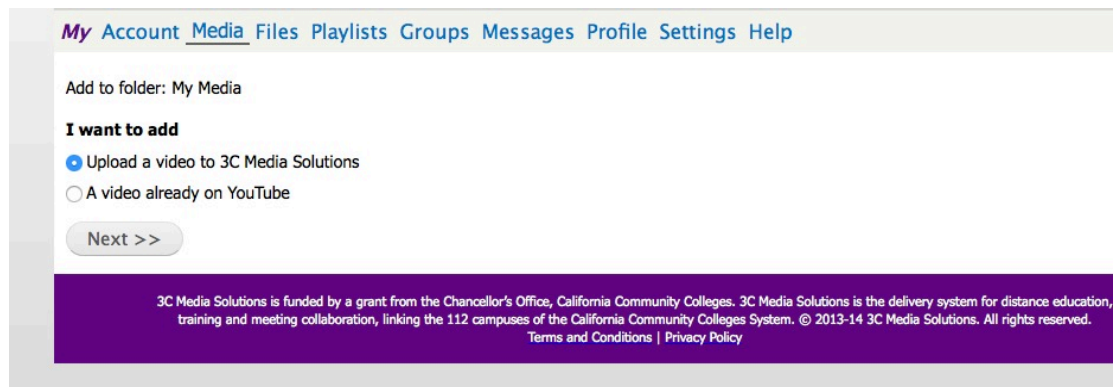
1. Login and click on Media



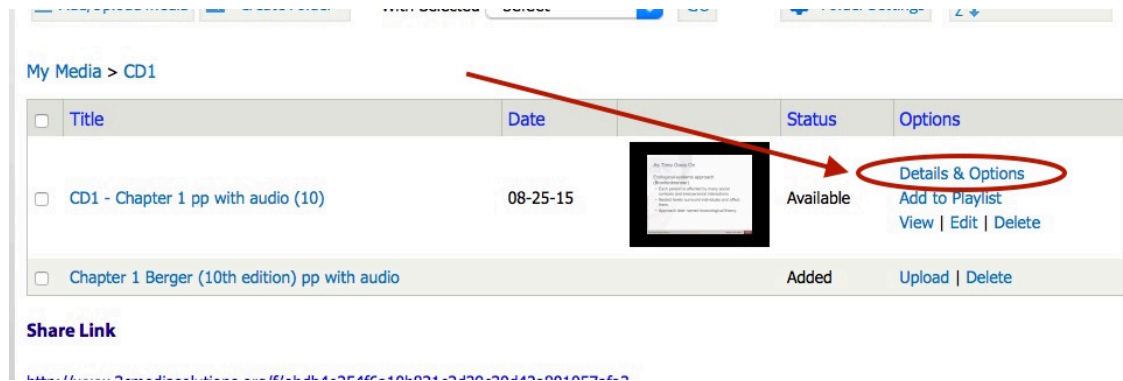
2. From there, click to Add/Upload Media



3. Click to add either upload a video or link to a YouTube video



4. Once you have either uploaded a file or linked to a video, you want to click Details & Options



4. From there you want to click for the DECT Captioning Grant. When you put in the minutes, make sure to round the minutes up (e.g., if the video is 17.18 you want to round up to 18 minutes) You also MUST associate the video with one of your courses so you will be asked what your section number is when filling out the information.

