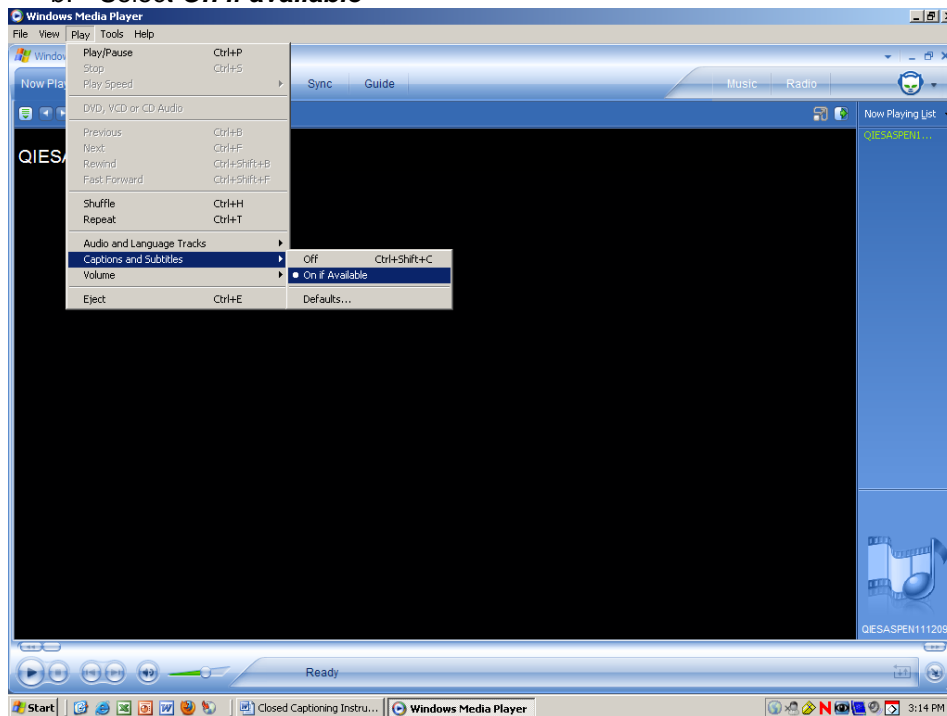# Playing a Windows Media File with Closed Captioning

If you do not have a Windows Media player available on your computer, you will need to have a player installed prior to viewing a Windows Media file.
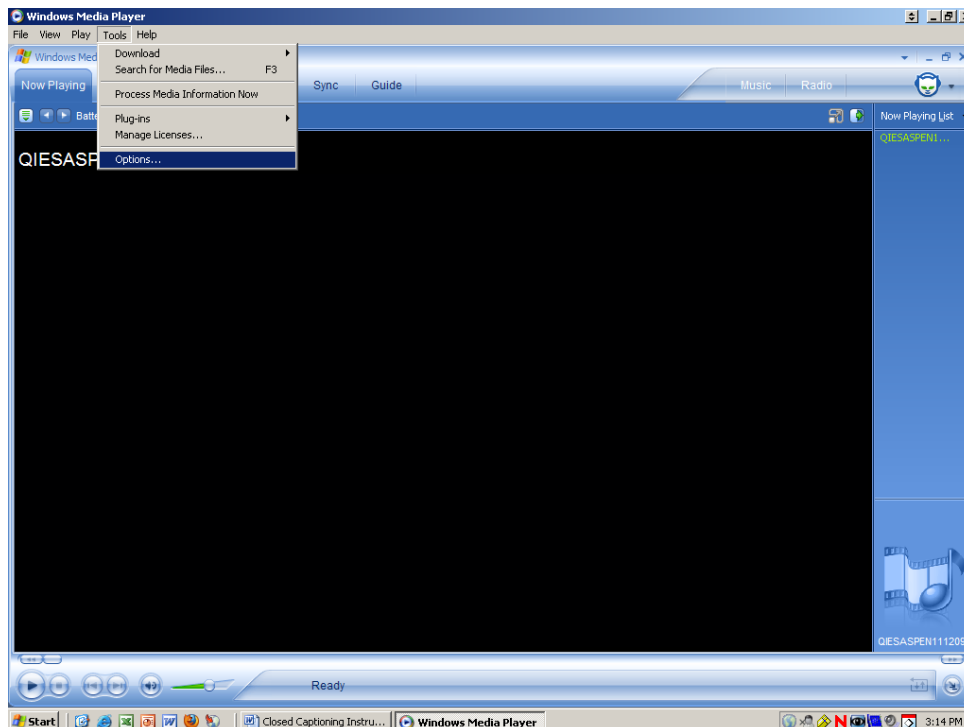
Windows Media Player may be downloaded from Microsoft at:
http://www.microsoft.com/windows/windowsmedia/player/default.aspx

Activating Closed Captioning in the Windows Media Player:
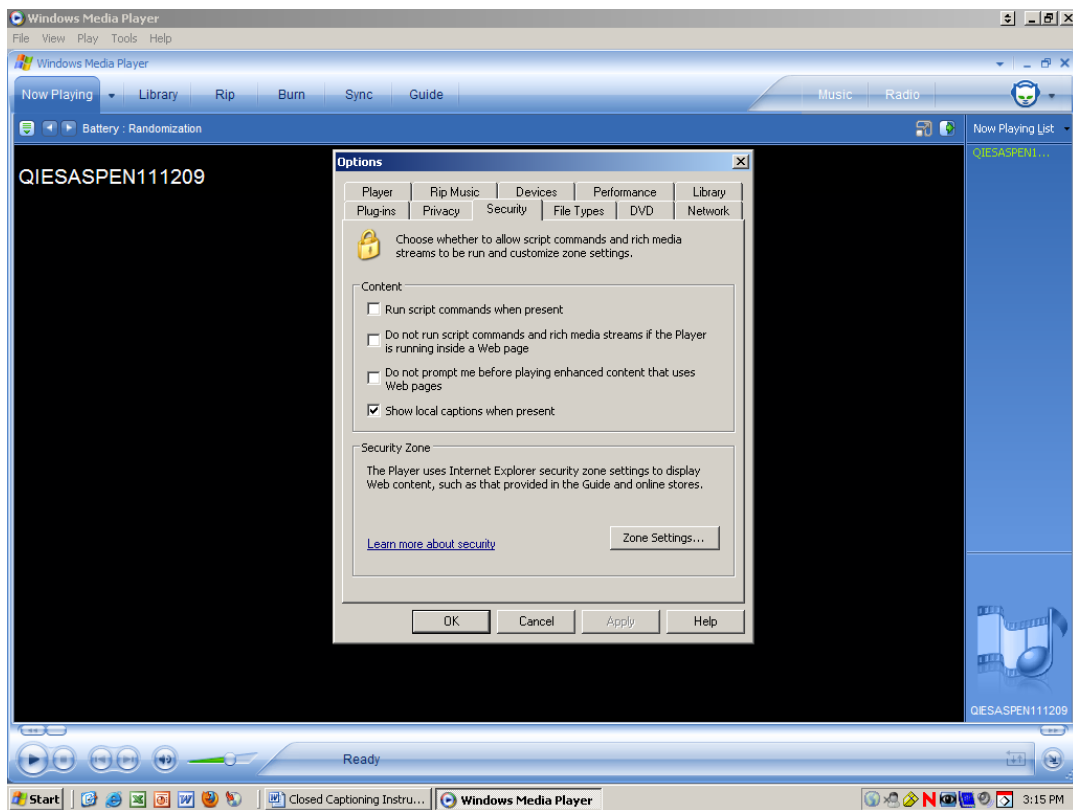
1. Open the Windows Media Player
2. Select **Play** from the menu at the top of the screen
   a. Select **Captions and Subtitles**
   b. Select **On if available**

3. Select **Tools** from the menu at the top of the screen
   a. Select **Options**

b. Select the *Security* tab
c. Make sure *Show Local Captions When Present* is selected
d. Click *Apply* and *OK*

4. Close the Windows Media Player and re-access recording