



## Resource List for Creating Accessible Material

Virtual Meeting Software: (Listed in order of recommendation)

Name	Features/Benefits	Drawbacks	Usability	Accessibility	Mobile version
Microsoft Teams	<ul style="list-style-type: none"><li>● Screen sharing</li><li>● Live Captions (Automatic)</li><li>● Recording Capabilities<ul style="list-style-type: none"><li>○ Videos automatically go to MS Stream</li></ul></li><li>● Schedule recurring meetings</li><li>● Create sub groups in classes</li><li>● Desktop App available</li><li>● Associated with MSU Denver email; easy to locate students</li><li>● File upload capabilities</li><li>● Chats and Discussion boards</li><li>● Can be linked to Outlook</li><li>● Blur background</li><li>● Hand Raise feature (coming soon)</li></ul>	<ul style="list-style-type: none"><li>● Separate invites required</li><li>● Some 'features' not available to some faculty</li><li>● Frequent service issues</li><li>● Will not record just the instructor's camera.<ul style="list-style-type: none"><li>○ Will record whole "lobby"</li></ul></li></ul>	High-Mid	Highly Supports	Yes



ZOOM	<ul style="list-style-type: none"><li>● Screen sharing</li><li>● Can invite: presenters, moderators, or participants</li><li>● Can disable participant videos</li><li>● Recording Capabilities</li><li>● Create Breakout groups</li><li>● Screen and file sharing</li><li>● CFU polls</li><li>● Chat features</li><li>● Hand Raise feature</li></ul>	<ul style="list-style-type: none"><li>● License required</li><li>●</li></ul>	High	Supports	ZOOM
Blackboard Collaborate Ultra	<ul style="list-style-type: none"><li>● Screen sharing</li><li>● Can invite: presentors, moderators, or participants</li><li>● Can disable participant videos</li><li>● Recording Capabilities</li><li>● Create Breakout groups</li><li>● Associated with Blackboard LMS</li><li>● Screen and file sharing</li><li>● CFU polls</li><li>● Chat features</li><li>● Hand Raise feature</li><li>● Live Captions (Manual)</li></ul>	<ul style="list-style-type: none"><li>● Difficult Navigation for functions beyond basic.</li><li>● Live captions need to be typed by an attendee</li><li>● Cannot “pin” attendee screens<ul style="list-style-type: none"><li>○ Students will not be able to choose which feed to enlarge</li></ul></li></ul>	Mid	Mostly Supports	Yes
Skype	<ul style="list-style-type: none"><li>● MSU Denver pays for Skype for Business</li><li>● Announce when people enter or leave</li><li>● Screen and file sharing</li><li>● CFU polls</li><li>● Chat features</li></ul>	<ul style="list-style-type: none"><li>● Only Free up to 3 people</li><li>● Captions and recording are difficult to find/operate.</li></ul>	Mid	Mostly Supports	Yes



Google Hangouts	<ul style="list-style-type: none"> <li>● Free</li> <li>● Screen Sharing</li> <li>● Chat</li> </ul>	<ul style="list-style-type: none"> <li>● No captions</li> <li>● No recording</li> </ul>	High	Does not Support	
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### Video Editing Software (Listed in order of recommendation)

Name	Features/Benefits	Drawbacks	Usability
Adobe Premier Plus 1.5	<ul style="list-style-type: none"> <li>● Free in the Software Center</li> <li>● Simple cut and trim</li> <li>● Add voiceover</li> <li>● Mute, delete, and adjust audio</li> <li>● Cinematic features: Titles, transitions, music</li> <li>● Supported by ITS</li> </ul>	<ul style="list-style-type: none"> <li>● Some learning involved</li> <li>● Requires some steps to share video</li> </ul>	Mid-High
Yuja	<ul style="list-style-type: none"> <li>● One place upload</li> <li>● Supported by ITS</li> <li>● Simple cut and trim</li> </ul>	<ul style="list-style-type: none"> <li>● Cannot mute/delete audio</li> </ul>	High
Microsoft Stream	<ul style="list-style-type: none"> <li>● One place upload</li> <li>● MS Teams recording go straight here</li> <li>● Supported by ITS</li> </ul>	<ul style="list-style-type: none"> <li>● Minimal clipping ability               <ul style="list-style-type: none"> <li>○ Can only trim beginning and end of clip</li> </ul> </li> <li>● Cannot mute/delete audio</li> </ul>	High
iMovie (Mac Only)	<ul style="list-style-type: none"> <li>● Extensive features</li> <li>● Easy to add music and other “cinematic” effects</li> <li>● Mute, delete, and adjust audio</li> </ul>	<ul style="list-style-type: none"> <li>● Only for Mac</li> <li>● Have to record voice overs in other programs</li> </ul>	Mid-High
YouTube	<ul style="list-style-type: none"> <li>● Free</li> <li>● Add blurs</li> <li>● Simple cut and trim</li> <li>● Add music</li> </ul>	<ul style="list-style-type: none"> <li>● No voice over</li> <li>● Minimal if any “cinematic” features</li> <li>● Cannot mute/delete audio</li> </ul>	High



	<ul style="list-style-type: none"><li>• One place upload</li></ul>		
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### Video Captioning Software: (Listed in order of recommendation)

Name	Features/Benefits	Drawbacks	Usability
Yuja	<ul style="list-style-type: none"><li>• High accuracy of automatic captions (90%)</li><li>• Download caption and transcript files</li><li>• ITS supported</li><li>• Screen Recording available</li><li>• Audio Description</li></ul>	<ul style="list-style-type: none"><li>• Captions and transcripts need to be downloaded and edited before reuploading them</li><li>• Transcripts and captions edited as separate files.</li></ul>	High
Microsoft Stream	<ul style="list-style-type: none"><li>• High accuracy of automatic captions (90%)</li><li>• Easy caption/transcript edits</li><li>• Edit Transcript next to video</li><li>• Automatic save and upload</li><li>• Downloadable Caption File</li></ul>	<ul style="list-style-type: none"><li>• Caption file may need to be edited to use with other programs</li></ul>	High
YouTube	<ul style="list-style-type: none"><li>• Multiple ways to edit captions/transcripts<ul style="list-style-type: none"><li>◦ Edit next to video (2 styles)</li></ul></li><li>• Caption file available</li><li>• Automatic save and upload</li></ul>	<ul style="list-style-type: none"><li>• Less accurate automatic captions (65%)</li><li>• No transcript available for download</li></ul>	High

### Transcription Software Recommendations

- Otter.ai



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For any additional questions or to learn more about alternative text best practices, contact the Instructional Accessibility Group at [InstructionalAccessibility@msudenver.edu](mailto:InstructionalAccessibility@msudenver.edu)