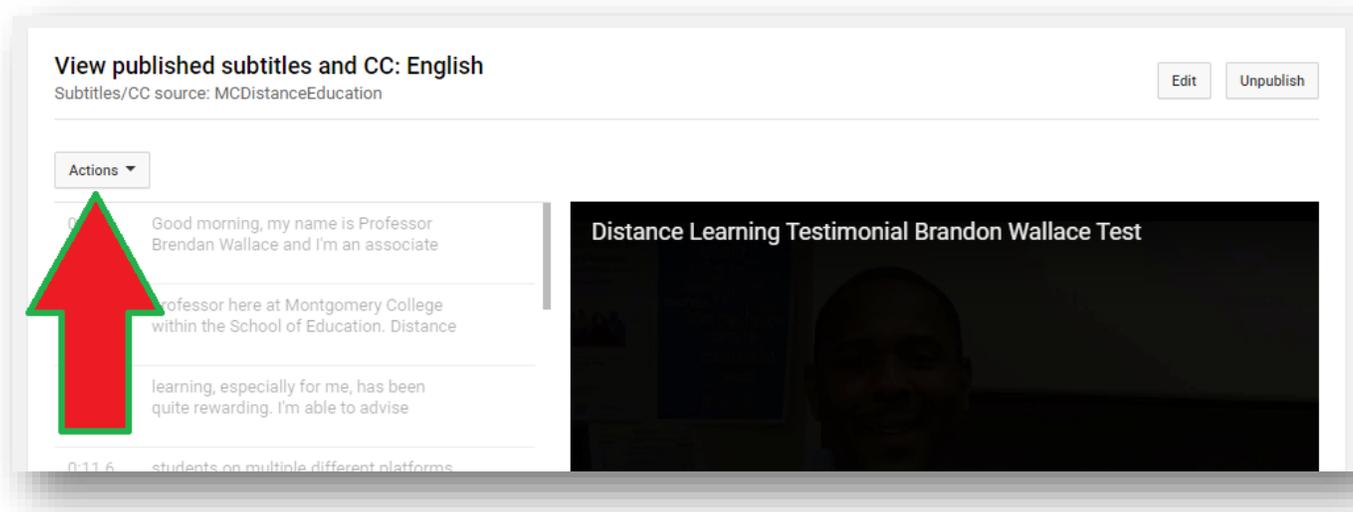


Tutorial 08 – How to Delete Caption File

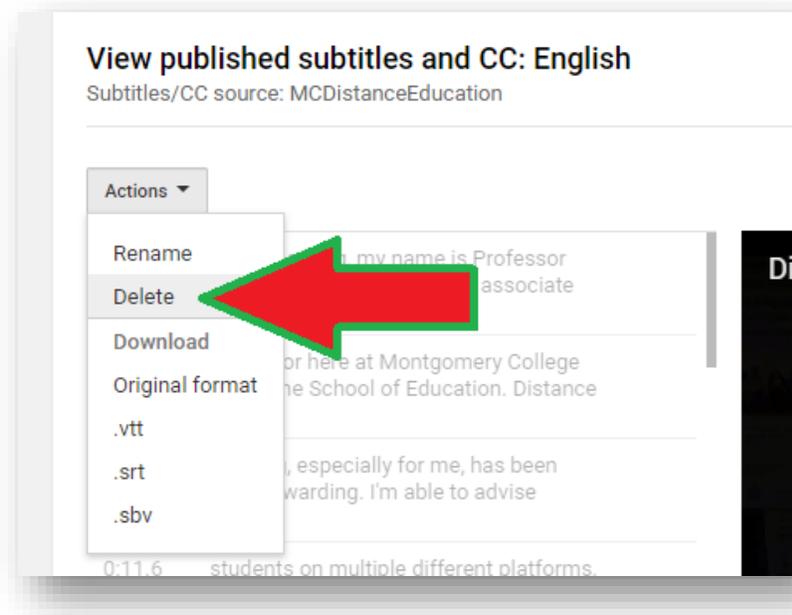
If you upload caption to your video on YouTube but decide you don't want to keep the file, you can delete the file. However, the delete option is recommended only if you have a backup copy of the caption file on your computer.

I recommend that you hide your caption. However, if you are sure you do not need the caption file, use the following instructions to delete caption file.

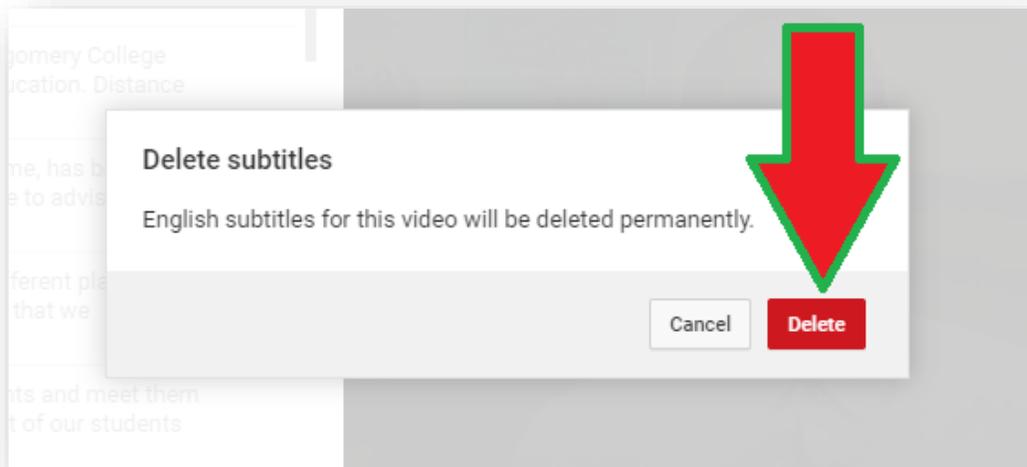
Under the **View published subtitles and CC** screen, click on the **Actions** button.



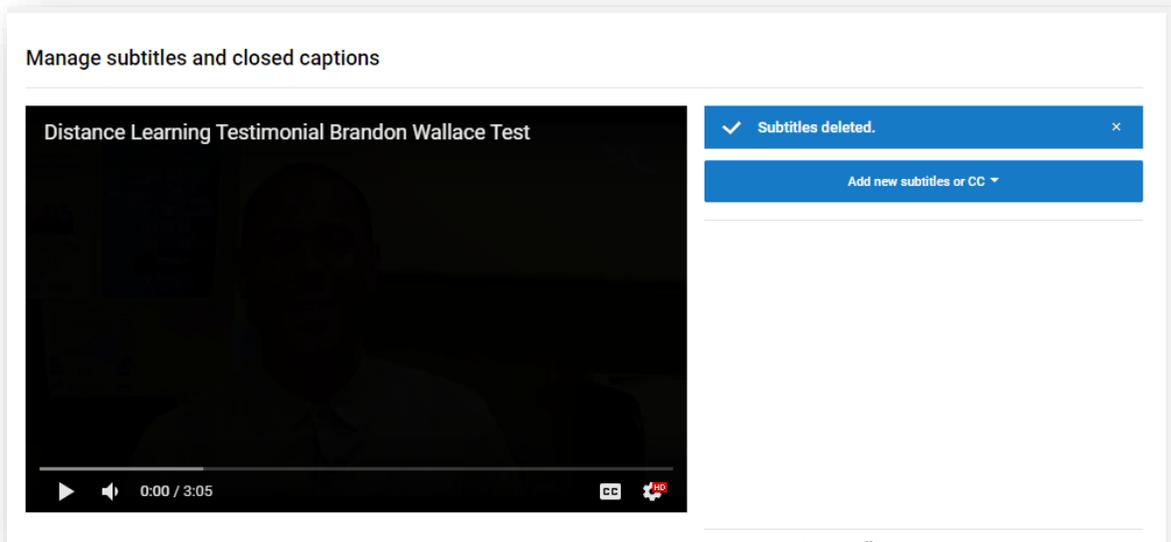
The Action drop-down menu will appear. Select **Delete** to remove your caption file.



A Delete subtitles confirmation message will pop up. Click on **Delete** to confirm.



You will be taken back to the **Manage subtitles and closed captions** screen. Your caption file is now deleted.



Back on the Video Subtitles screen. If you click on the **Refresh** button, the caption file will disappear.

Video subtitles			
Language	Modified on	Title & description	Subtitles
English (video language)	Mar 12, 2020	Published by Creator	Refresh ↻

You will see the **Add** option under Subtitles.

Video subtitles			
Language	Modified on	Title & description	Subtitles
English (video language)	Mar 12, 2020	Published by Creator	ADD 