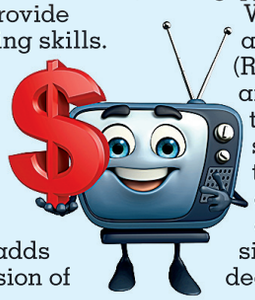
# $Ka-Ching! Caption your way to extra cash!

**If you've got typing skills, a whole host of companies have jobs for you as an at-home captioner—that's when you listen to recordings of pre-taped shows and movies and type what you hear so it can be converted into closed captions!**

✔ **ACQUIRE THE SKILLS!**
If you're a fast typist with a good grasp of spelling and grammar, you can make from 60 cents to $1 per audio minute to transcribe movies and shows, says Sanjay Chabra of Talking Type Captions, whose clients include A&E, Amazon and PBS stations. And to really up your skills—and make yourself in demand—check out the National Court Reporters Association's website (NCRA.com) for video and e-seminars that provide instruction on captioning skills. In addition, you can watch YouTube tutorials on how to use popular transcription software, such as Express Scribe. "You can learn it in a day," assures Chabra, who adds there's even a free version of the software. Same goes for captioning software such as Subtitle Edit and Subtitle Workshop. Also smart? Practice by writing captions for a show on a streaming service like Netflix. Then, re-watch the show with the closed captions turned on to see how yours compare.



✔ **GET GIGS!**
Log on to captioning companies such as Talking Type Captions (TalkingTypeCaptions.com), VITAC (Vitac.com) and RNK Productions (RNKProductions.com) and apply through their sites. Chabra sends applicants a test and looks for accuracy as well as quick turnaround since meeting tight deadlines is key. Know Spanish? Definitely include that on your application! "Almost all programs have to be translated into Spanish," says Chabra. "And if you know Spanish, you can earn 10% to 20% more."

✔ **EARN MORE!**
The faster you work, the more you'll make. So it pays to invest in noise-canceling headphones and a foot pedal that lets you quickly back up, pause or forward the audio. And take advantage of word-processing shortcuts. For example, in Microsoft Word, you can set up a shortcut that lets you, say, get the word "the" every time you enter the letter "t." (Just search for "Macros" in the Help menu for an easy how-to.) Another suggestion? "If you know a new transcription is about cars and the names will be repeated several times, tailor your shortcuts to the project," says Chabra, who adds it can cut your time by 30% to 40%.

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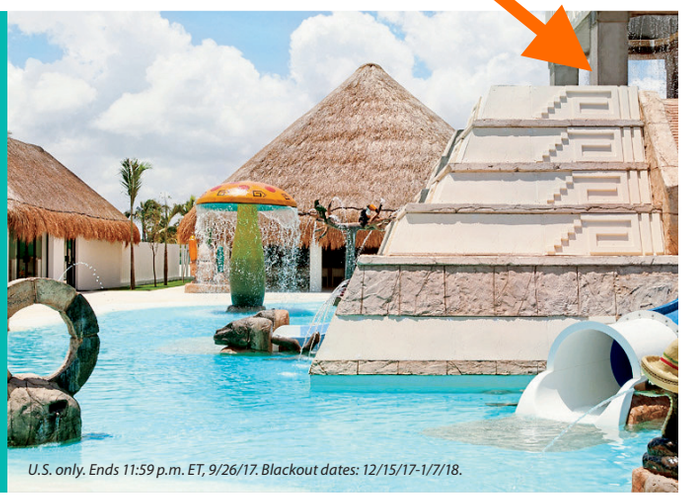

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