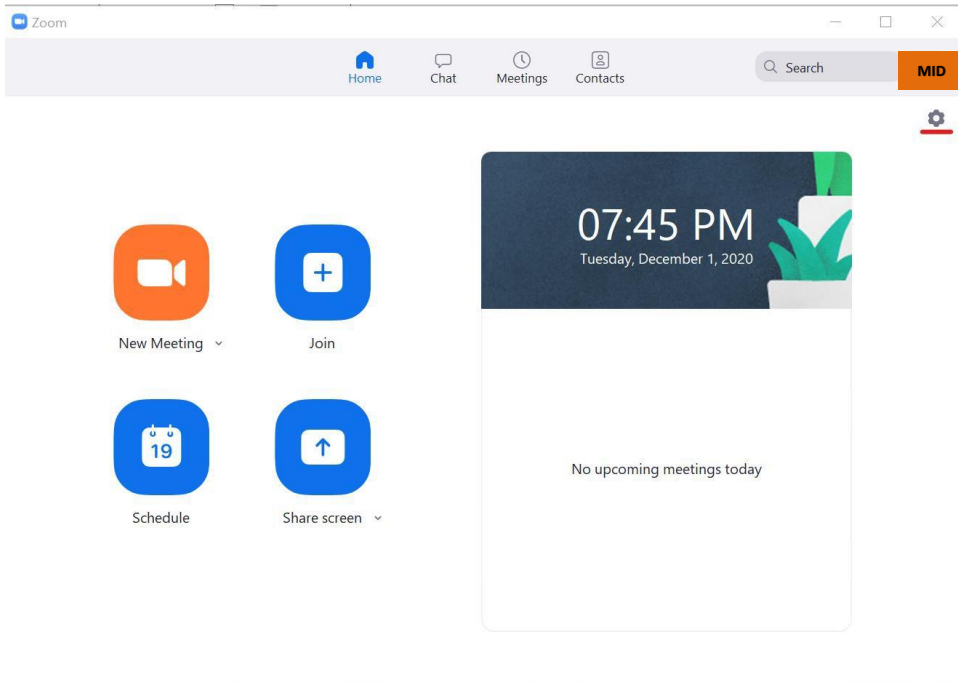


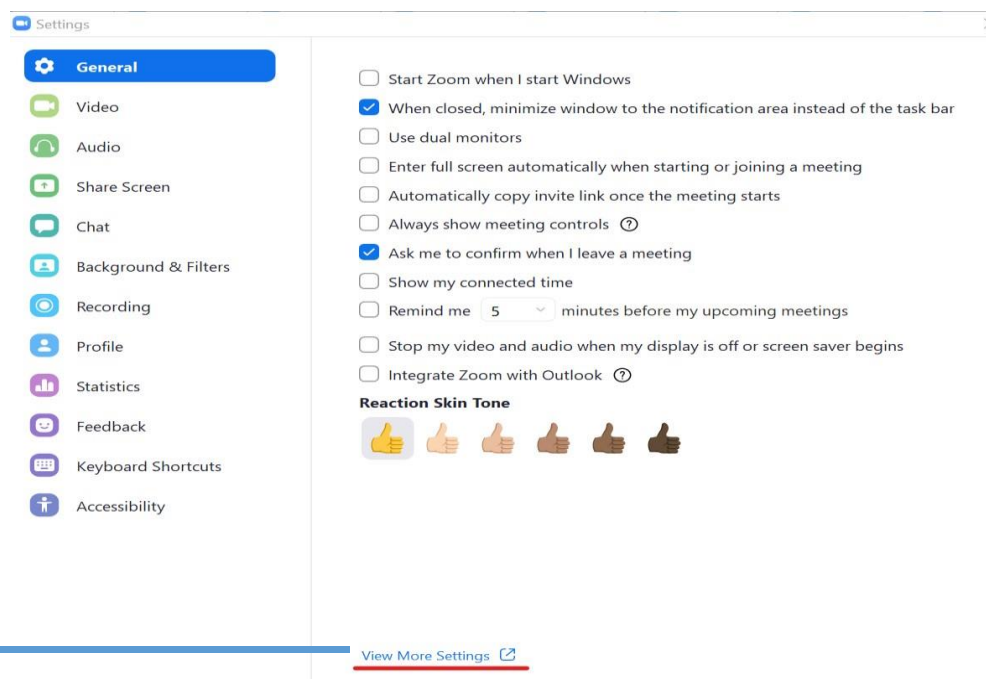


Using the Language Interpretation Feature in Zoom

Steps to Enable Language Interpretation Feature in Zoom



Once logged in, click on "Settings"



Click on "View More Settings" in the Settings on the bottom of the page.

Language Interpretation

Allow host to assign participants as interpreters who can interpret one language into another in real-time. Host can assign interpreters when scheduling or during the meeting.

9 languages +

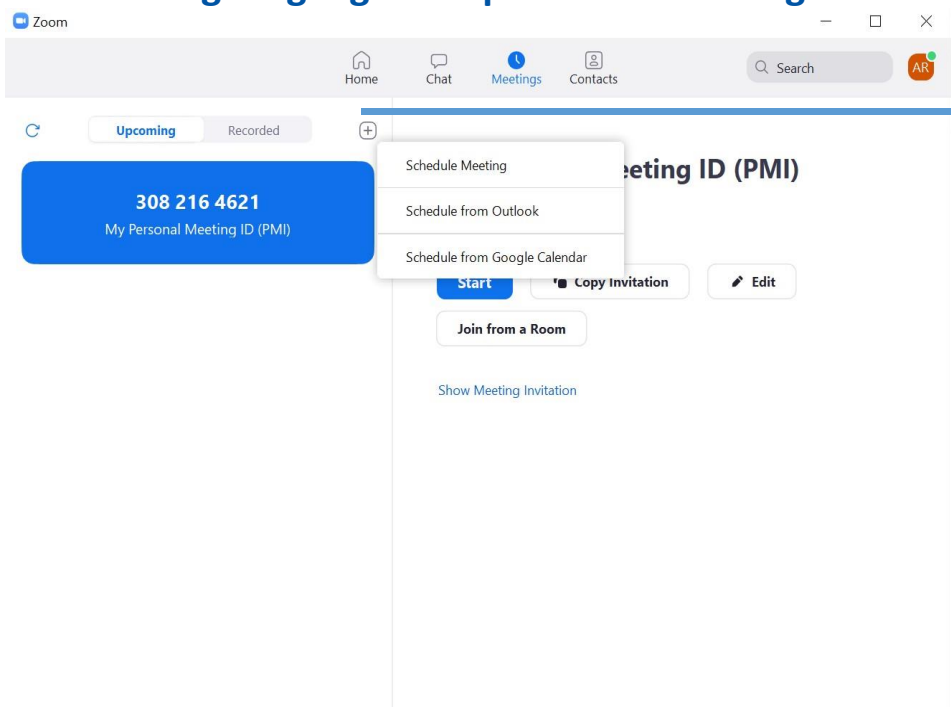
- English
- Chinese
- Japanese
- German
- French
- Russian
- Portuguese
- Spanish
- Korean



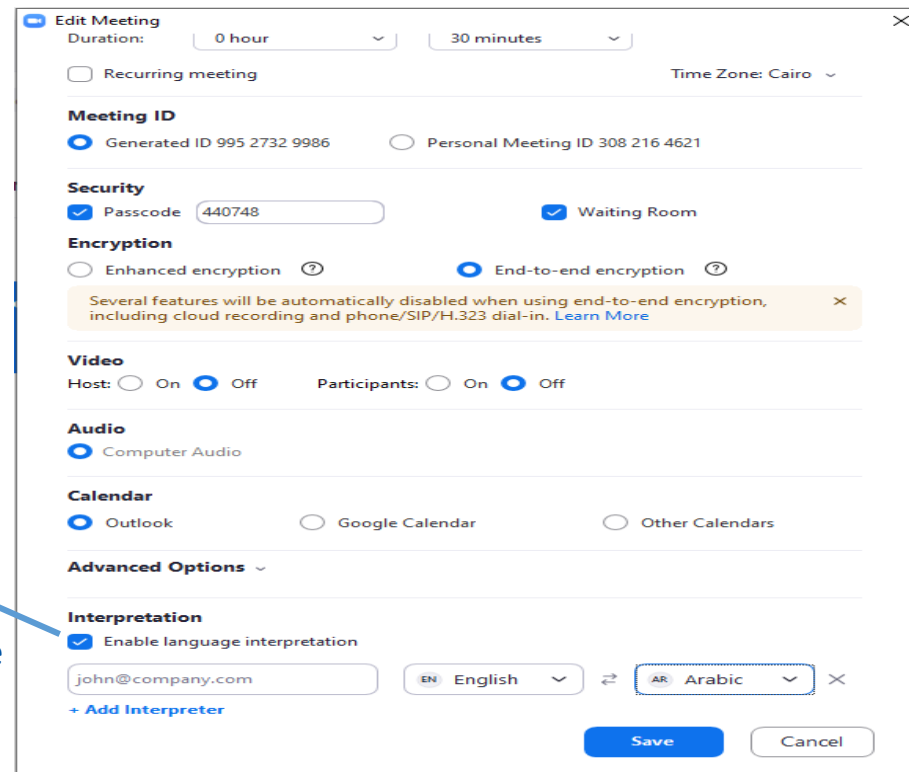
Scroll down Zoom Web page until you see the "Language Interpretation" setting and make sure it is toggled ON (it should appear in a light blue color if it is on). Once you turn it on, it will remain on and you will not have to repeat this step in the future.

Using the Language Interpretation Feature in Zoom

Adding language interpreters to meetings



1
Navigate to Meetings and click Schedule a Meeting.



2
Check the box to Enable Language Interpretation for the meeting.

3 Input the information for your interpreter. The languages you select for an interpreter will create audio channels for those languages in your meeting. All of these channels do not have to be used in the meeting.

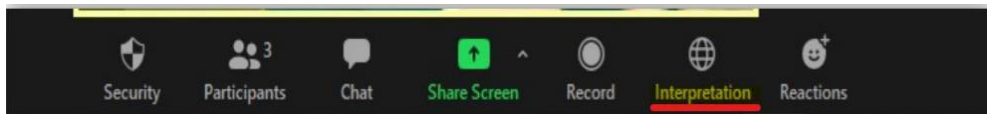
4 Click Add Interpreter if you want to add additional interpreters. Click the X icon to remove an interpreter. 5-

Click Save when you are finished.

Note: This process is similar to enabling language interpretation for webinars

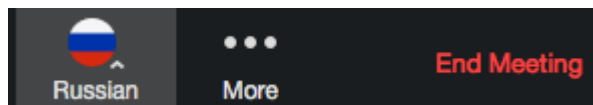
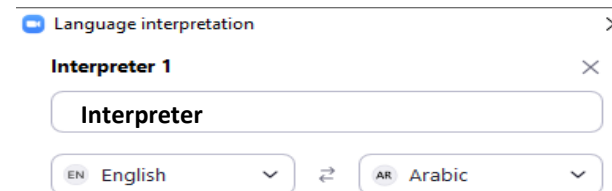
Using the Language Interpretation Feature in Zoom

Starting language interpretation in a meeting

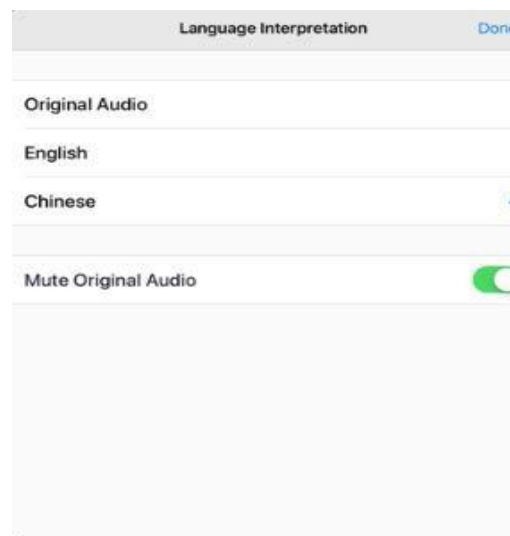


Once your meeting has started, click Interpretation in the meeting controls.

You can add or remove interpreters from this menu if necessary. Click Start to begin the interpretation sessions.



Interpreters and attendees will now be able to click Interpretation in the meeting controls and select a language channel. An interpreter in the channel will hear the original meeting audio which they can translate. Participants in a language channel will hear the translated audio and also the original audio at a lower volume.



There is an option in the Language Interpretation menu to “Mute Original Audio”. The “Original Audio” refers to the audio signal from the other language channel. Recommended that all participants select a language.