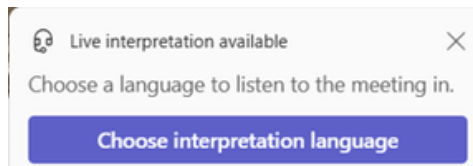




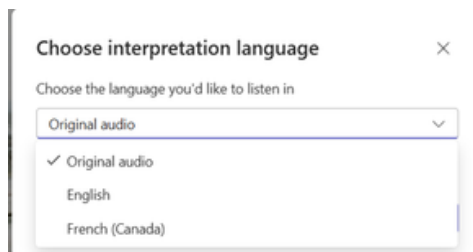
User Guide

Interpretation on Microsoft Teams in English

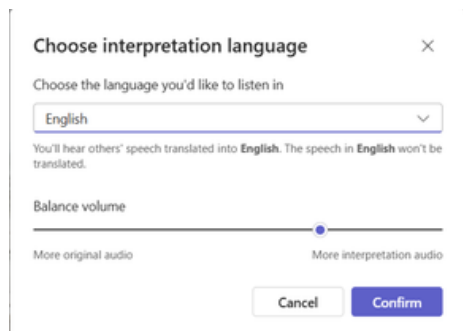
1. Upon entry to the meeting, a pop-up will ask you to "Choose interpretation language".



2. Click the language that you would like to hear.



3. You can use the balance selector to adjust audio attenuation.



Virtual Meeting Tips and Etiquette

- Use earbuds with microphone rather than computer speaker and microphone for best quality sound for yourself and others.
- Set yourself up for the meeting in a private space that reduces sound or visual pollution.
- Use an ethernet connection rather than wifi for most stable internet connection.
- Mute yourself when you are not the speaker.