


City of Madison Zoom Language Interpretation Tip Sheet

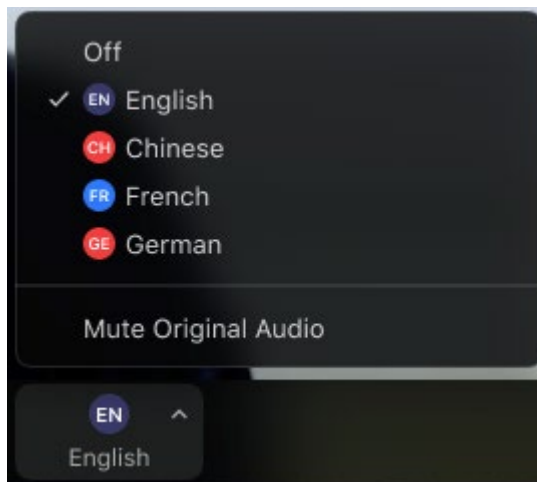
Step-by-step instructions for using simultaneous language interpretation in Zoom.

Listening to Language Interpretation

NOTE: You must join the meeting audio through your computer or mobile device audio. You cannot listen to language interpretation if you use phone audio.

Follow these steps to listen to Language Interpretation in Zoom.

1. In your meeting controls, click **Interpretation**. 
(On a **mobile device**, tap the ellipses icon (...) then **Language Interpretation**.)
2. Click the language that you would like to hear, even if it is the primary language of the event.



- **DO NOT** click “mute original audio” or you will not hear anyone other than the interpreter, including people speaking your language.
3. When it is your turn to speak, you may see a dialog box in English asking you to turn your mic on (unmute). Click the blue button labeled “Unmute”.
 4. When you are ready to speak and your mic is on, you do not need to wait for interpretation.
 5. The interpreter will listen and interpret your statement into the English language channel.