

User Guide

Enabling Interpretation on Webex in the Web Browser | Host

Scheduling your meeting:

- 1. In the meeting scheduling portal, navigate to 'Advanced options'.
- **2.** Check 'Enable simultaneous interpretation' as shown.

Note: This option may only appear on the web browser version of Webex Meetings.

3. Click 'Schedule' to finish set up.

Profile	Q Join a meeting or search for a meeting, recording, or transcript	
Settings		Attendees list.)
Recordings		 The first person to join the meeting who has a host account on this site or the authenticated Cisco video device in this organization to join the meeting beco cohost All attendees who have host accounts on this site and all authenticated Cisco devices in this organization become cohosts when they join the meeting
	Automatic recording	Automatically start recording when the meeting starts
	Breakout sessions ()	Enable breakout sessions
	Registration (Required
	Interpretation ①	Enable simultaneous interpretation Assign interpreters
	Sign language	Assign sign language interpreters
	Email reminder	15 v minutes before meeting starts
	Meeting options ()	Edit meeting options
	Attendee privileges ①	Edit attendee privileges
Downloads		3.
	Save as template	



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At the start of the meeting:

- **1.** Initiate the Webex meeting.
- **2.** Enable the interpretation function by clicking on the globe icon as shown.
- 3. Click 'Manage interpretation'.





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- **3.** Select languages to be interpreted (Ex: English <> Spanish).
- 4. Under 'Interpreter 1' input the name of the participant to be assigned as an interpreter for the designated language.
- 5. Click 'Apply'.

🐨 Interprenet Test 🜒 Meeting Info 03:11 🔞	
Manage interpretation 3. Simultaneous language 1 0 English > \$ Spanish 0 Interpreter 1 0 Spanish Interpreter 0 Add new nguage 0 4.	
5.	
(Apply) Cancel	
O* ፼ ⊕ (및 Unmute ~) (♥ Start video ~) (♥ Share) (♥ Record *) (♥) (`) (88 & Ω …