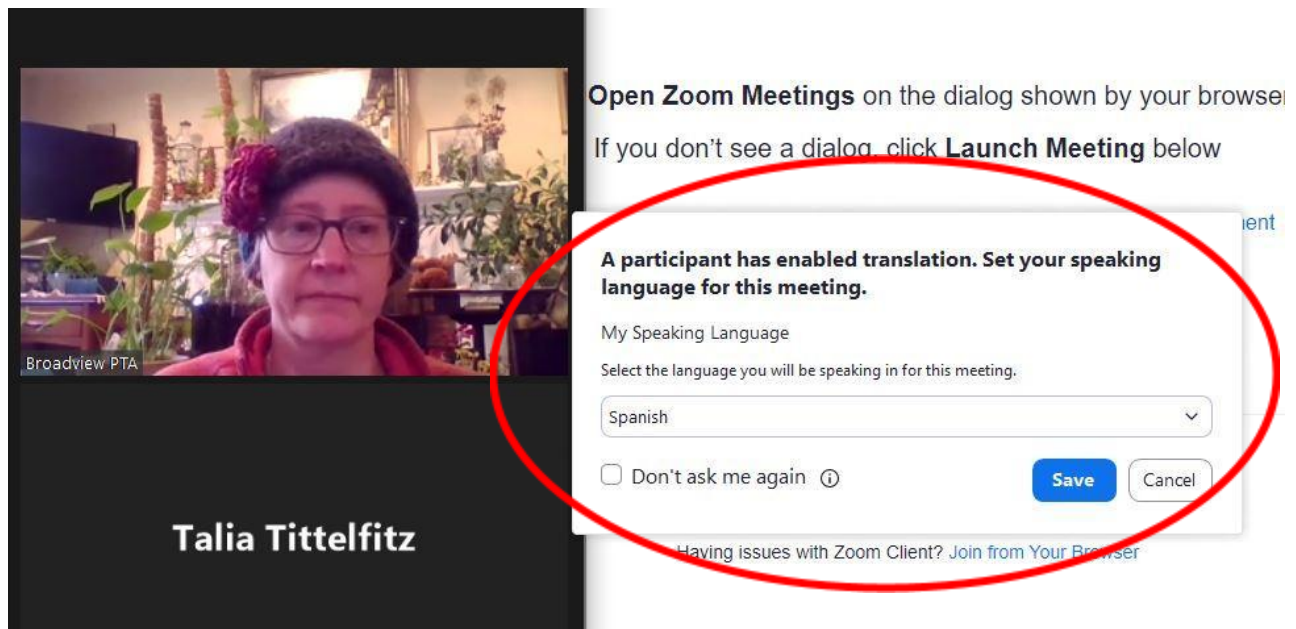


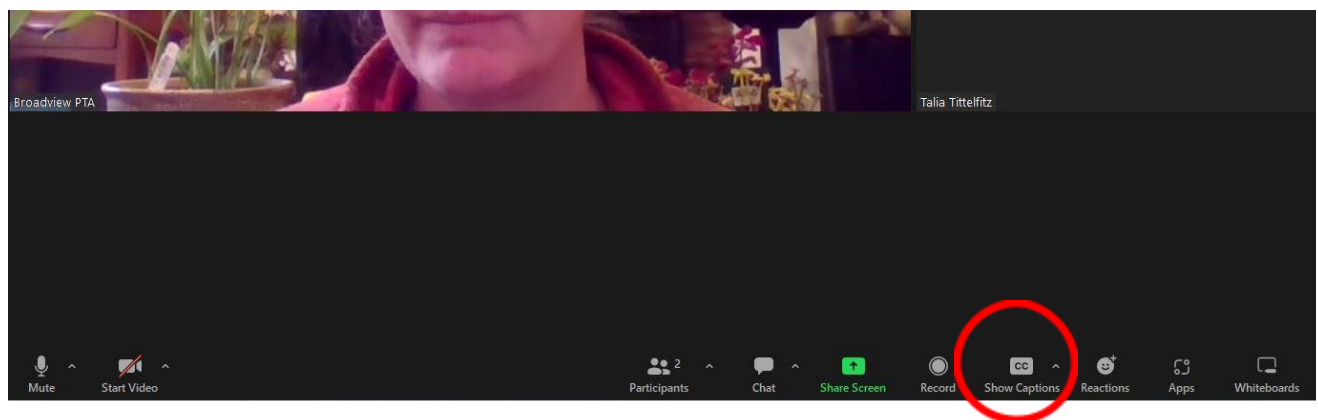
HOW TO DISPLAY TRANSLATED CAPTIONS FOR THE PTA GENERAL MEETING

Welcome to the Broadview Thomson PTA General Meetings! We are so happy you are here, and we want to try to make sure our meetings include everyone in our school's community. We welcome anyone who wants to participate in person or via Zoom. If you are joining us via the video meeting link, you can try out the translation options available in Zoom.

Step 1: When you open the Zoom meeting link, you will see a prompt to select your speaking language. Select the language you prefer to be speaking during the meeting. Then click the "Save" button.

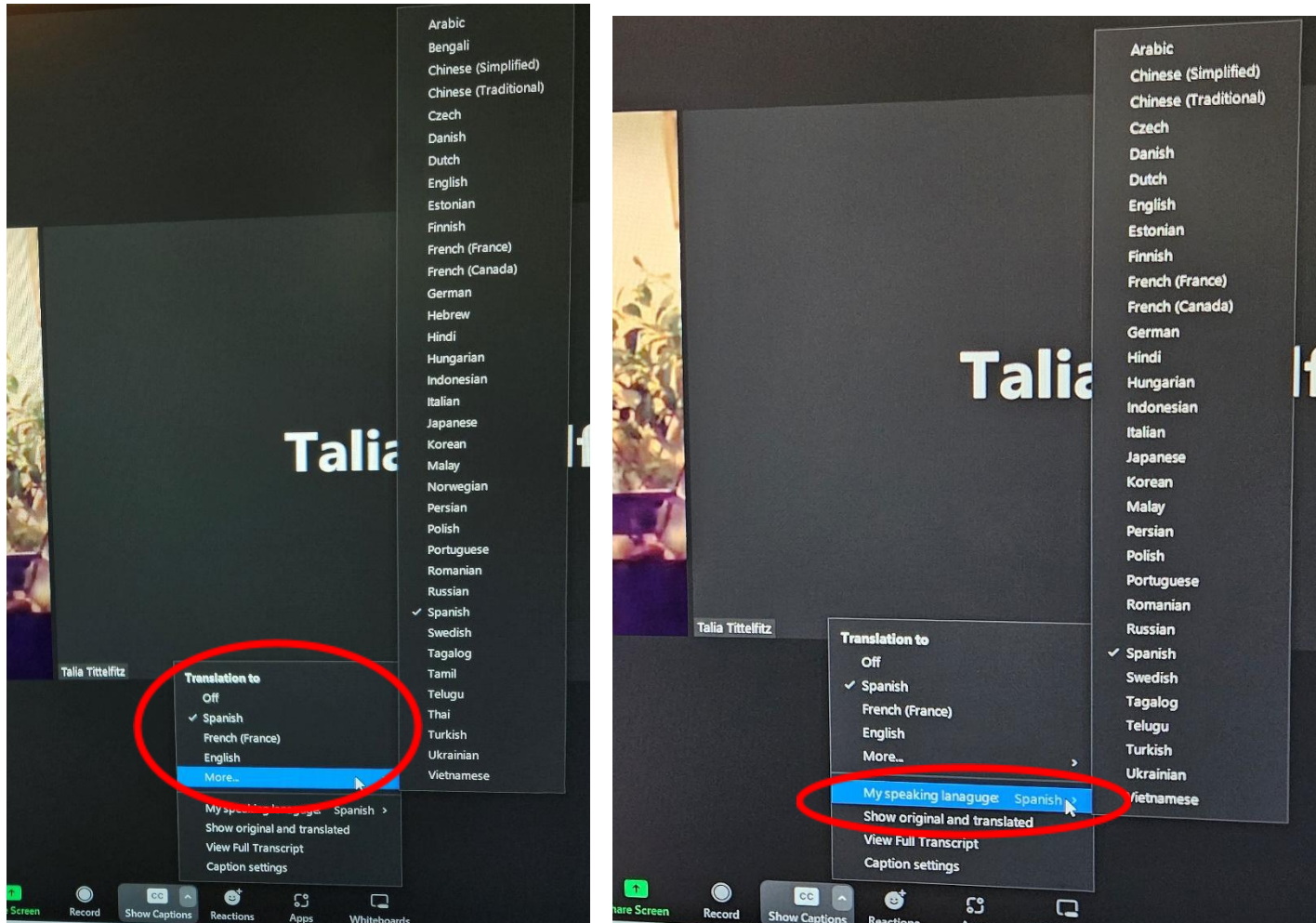


Step 2: Once the meeting has opened, click on the "Show Captions" button at the bottom of the screen.

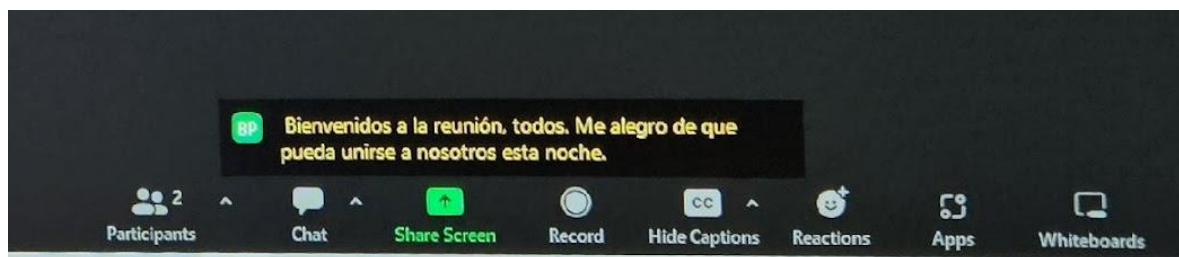


HOW TO DISPLAY TRANSLATED CAPTIONS FOR THE PTA GENERAL MEETING

Step 3: This will open a menu option. By selecting a language for “Translate to,” you will see captions translated into the language you prefer to read. You can also change “my speaking language” in this menu as well; if you speak during the meeting, this will allow Zoom to translate your spoken words into English captions for other participants.



Step 4: Translated captions should appear at the bottom of your screen.



HOW TO DISPLAY TRANSLATED CAPTIONS FOR THE PTA GENERAL MEETING

Lastly, the languages offered by Zoom translation include:

Arabic
Chinese (Simplified and Traditional)
Czech
Danish
Dutch
English
Estonian
Finnish
French (France or Canada)
German
Hindi
Hungarian
Indonesian
Italian
Japanese
Korean
Malay
Persian
Polish
Portuguese
Romanian
Russian
Spanish
Swedish
Tagalog
Telugu
Turkish
Ukrainian
Vietnamese

The PTA Board recognize that there are significant shortfalls with this list. Many languages spoken in our school community (such as Oromo or Amharic) are not offered via Zoom. If you or anyone you know would like to volunteer to provide interpretation in-person at our meetings or translations for languages not on this list, please contact mckenzie.powell@broadviewthomsonpta.com to discuss details.

