

(For Guest)

AMORE PACIFIC

Break down language barriers with DeepL, the AI translation service for video meetings!

DeepL Voice for meetings User Manual (Guest)



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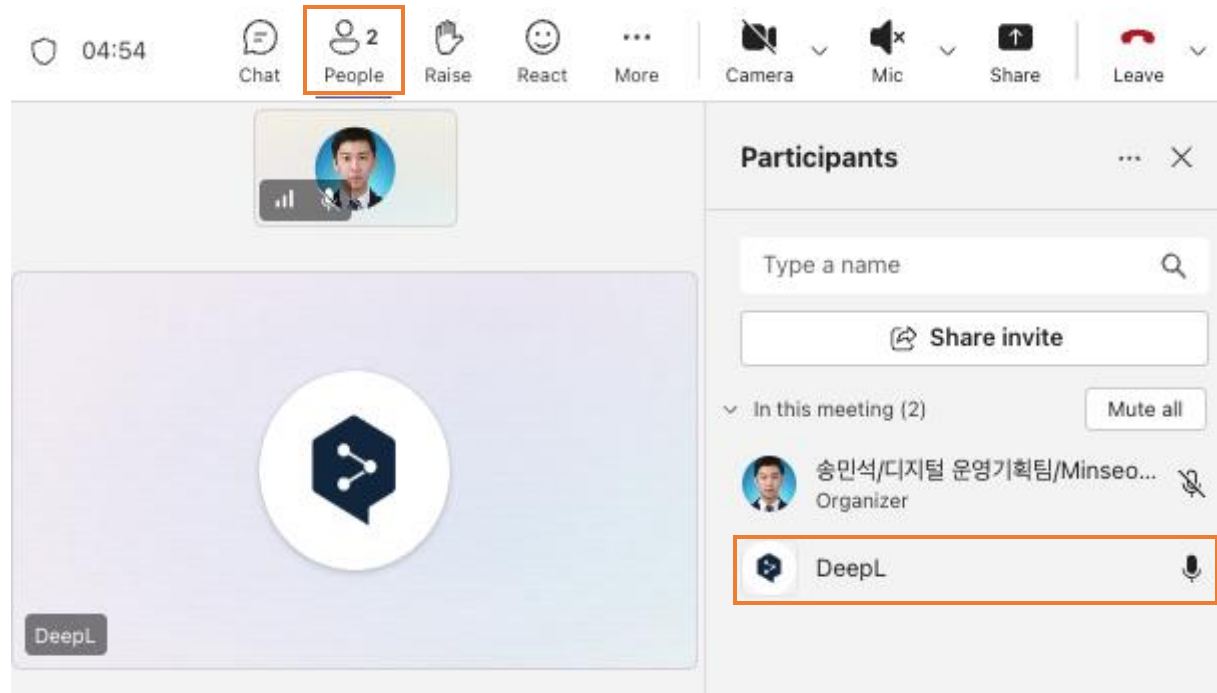
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**DeepL**

01. Waiting for DeepL Feature Activation



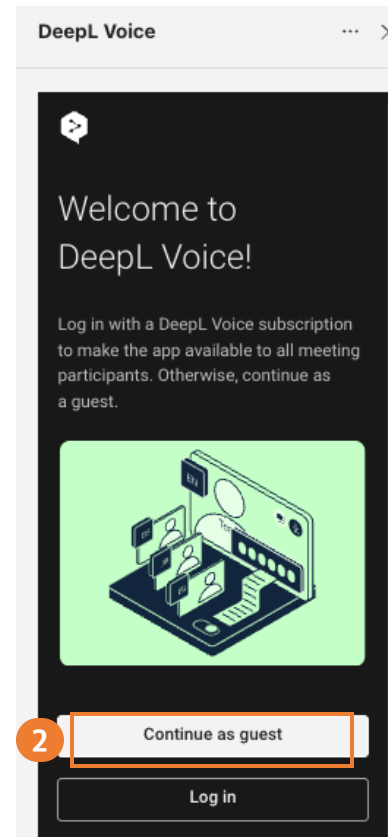
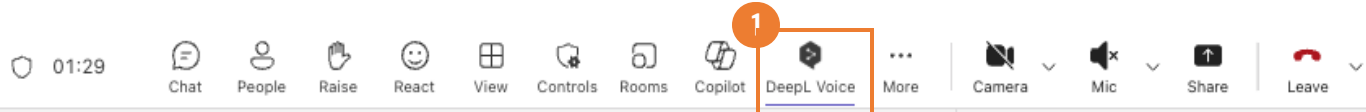
✔ Please wait until DeepL Voice translation is activated in the Microsoft Teams meeting.

When translation is activated, DeepL Voice Bot will enter the Teams meeting
(The host with the license activate it)



A licensed host can enable the translation feature.

02. Guest Mode(Meeting APP): **Recommended**

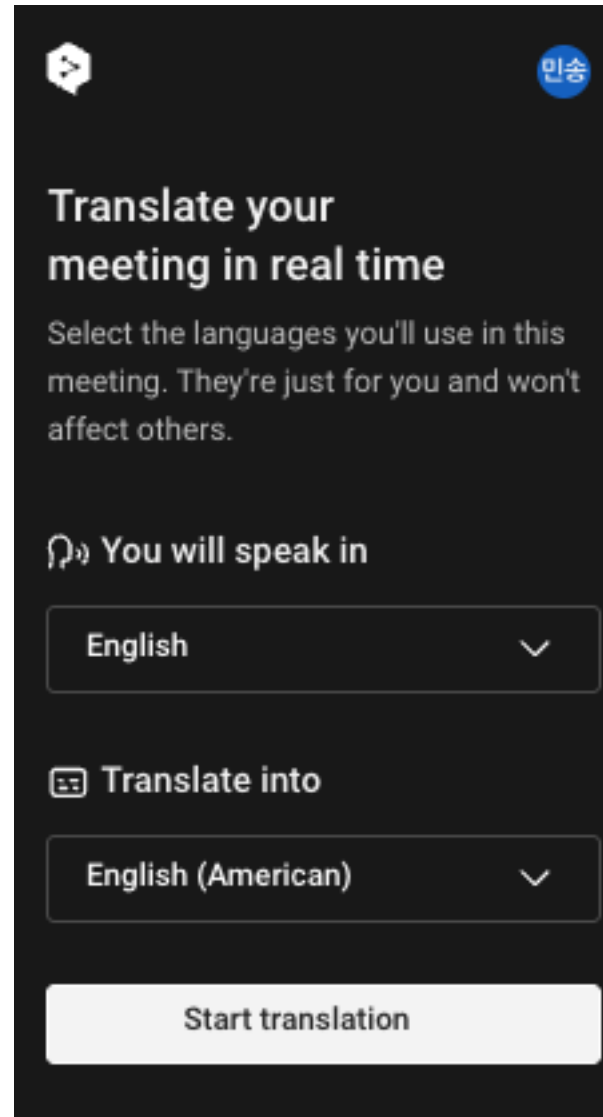
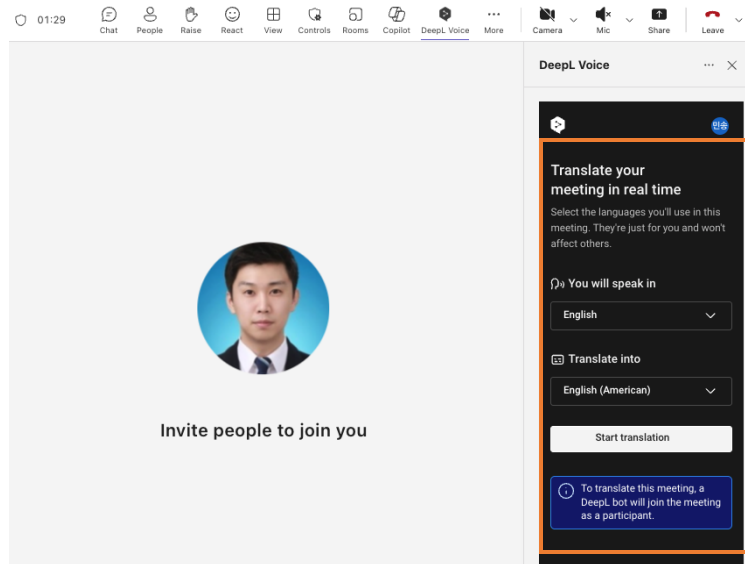


✔ To use the in-app program during a Teams meeting, access the DeepL Voice app via the top tab

- ① Meeting participants click the 'DeepL Voice' app on the top tab of the Teams meeting window
- ② Select 'Continue as guest' to use the app.



02. Guest Mode(Meeting APP): Recommended



✓ Choose the Voice language and the target language.

- ① **You will speak in:** The language you will speak in the meeting (e.g., select 'English' if you will speak English)
- ② **Translate into:** The language you want to see as subtitles (e.g., Select 'English' to enable English captions for the speaker's audio)



You can change the language settings at any time during the meeting.

03. Guest Mode(Web browser)

Meeting chat



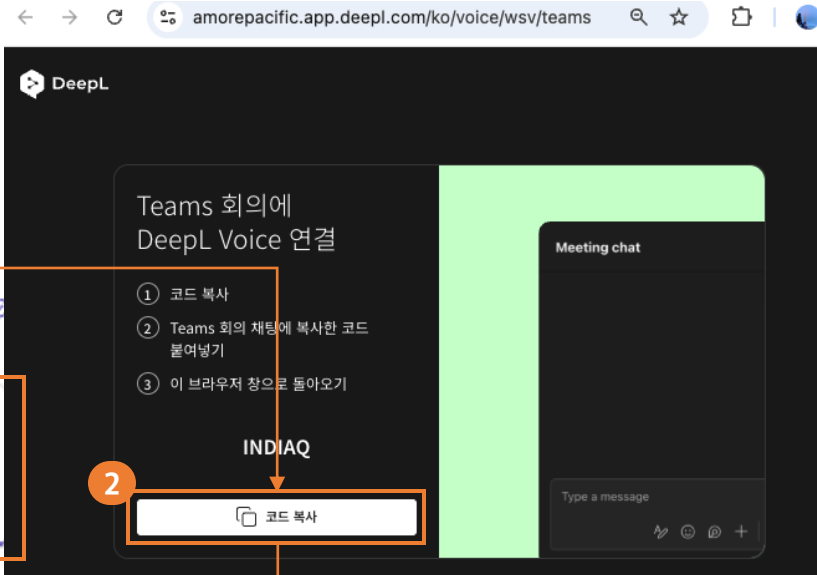
2:42 PM

We process your voice to transcribe and translate the meeting using AI. None of the data is stored permanently or used to train our AI models. For more details, see our Privacy Policy at <https://deepl.com/privacy>.

Translate your meeting with DeepL Voice
To view live translated captions, open DeepL Voice in your browser.

<https://www.deepl.com/voice/wsv/teams>

If you cannot see the app, please use it in a web browser.

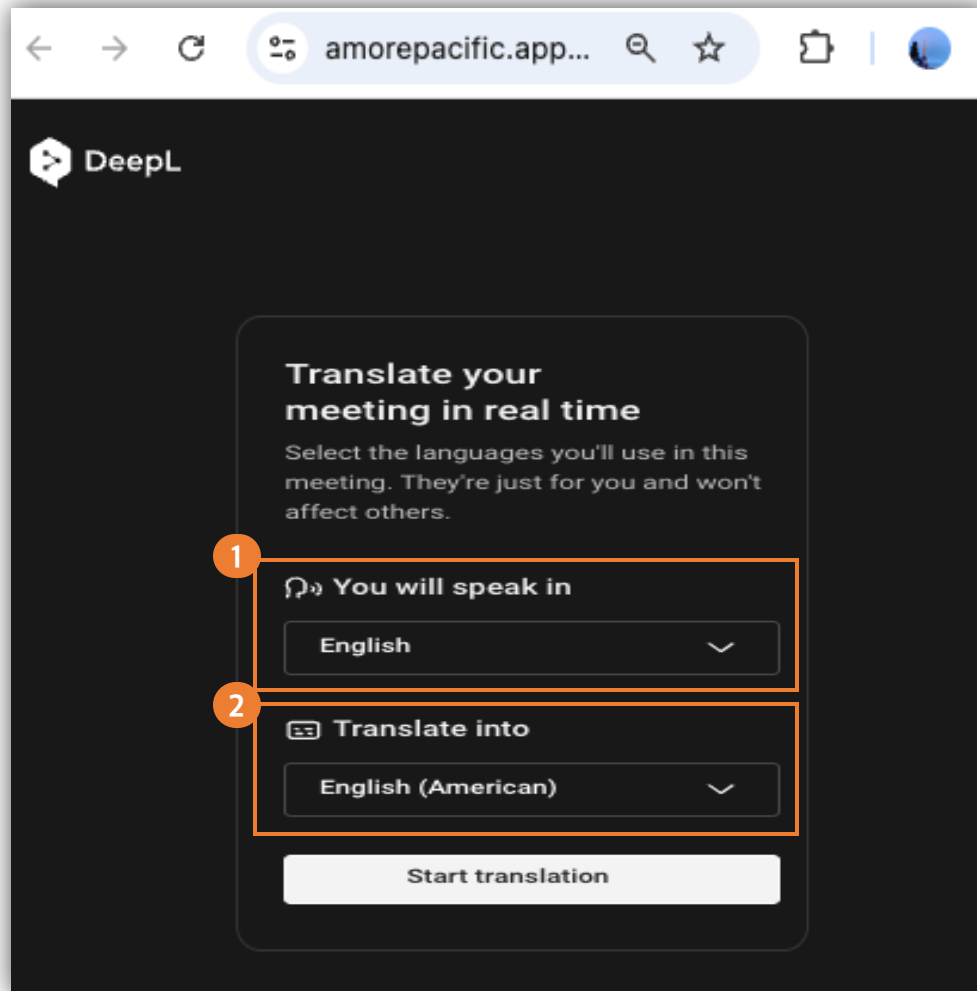


✔ When using a web browser

If using the Teams in-app program is not possible, you can use it through a web browser.

- ① Click 「URL」in meeting chat
(Sending this message is a Host-only feature. Please request the Host to send the message.)
- ② In the pop-up browser, click 「Copy Code」.
- ③ Paste the code into the chat room.

03. Guest Mode(Web browser)



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- ① **You will speak in:** The language you will speak in the meeting (e.g., select 'English' if you will speak English)
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You can change the language settings at any time during the meeting.

Tips

Check out these tips to get the most out of DeepL Voice

- Before starting the meeting, ensure that all participants have correctly set their source language ('You will speak in'). If a specific participant's speech is not being translated well, it is likely that their language settings are incorrect.
- Speak in short, concise sentences to ensure your message is clearly understood. We recommend pausing appropriately between thoughts, similar to a meeting with a professional interpreter.



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Thank You

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