

ROOM of the FUTURE

TRANSLATOR GUIDE

Access to the Session

SESSION DETAILS

ACCESS TO THE SESSION

Invitation to a mashme.io Room of the Future session

Hello Username:

You have been invited as a translator to a mashme.io Room of the Future session.

Session:	Session name
Date:	Mon Oct 28 2019
Time:	02:50 pm (Europe/Madrid)
Room:	Room name
Languages:	Spanish - English
Participants:	30

To access the session, follow the Room link below:

[Go to the Room!](#)

When the room Administrator creates a session assigning a user as the Translator, the user will receive an email with the access link and session details.

Before attempting to join a session it is important to run this [Device and Connectivity test](#).

IMPORTANT

The **access as the Translator** is only available when the session is in progress. If the Translator tries to access to the room without a session in progress or a session in which the user is not assigned as the Translator, the system will redirect to the Participant view.



Virtual Room

GENERAL OPTIONS

MAIN MENU

MORE OPTIONS MENU

LOG OUT

The screenshot displays the Virtual Room interface. At the top, there is a header bar with a user profile icon, a count of 36, the room name, and language options for SPANISH and ENGLISH. Below the header, the interface is divided into three main sections: a chat window on the left, a document viewer in the center, and a video grid on the right. The chat window shows messages from Madison Smith, Michael Thomson, and Loren White. The document viewer displays a document titled 'Document Name' with sections for 'Recording' and 'Notifications'. The video grid shows a 'Current speaker' and a 'Room streaming' button. The mashme logo is visible in the bottom right corner of the document viewer.

Main menu

From this menu the Translator can update their profile, access to the Help Center, leave the room or log out of the mashme.io platform.

More options menu

The Translator has the following options available:

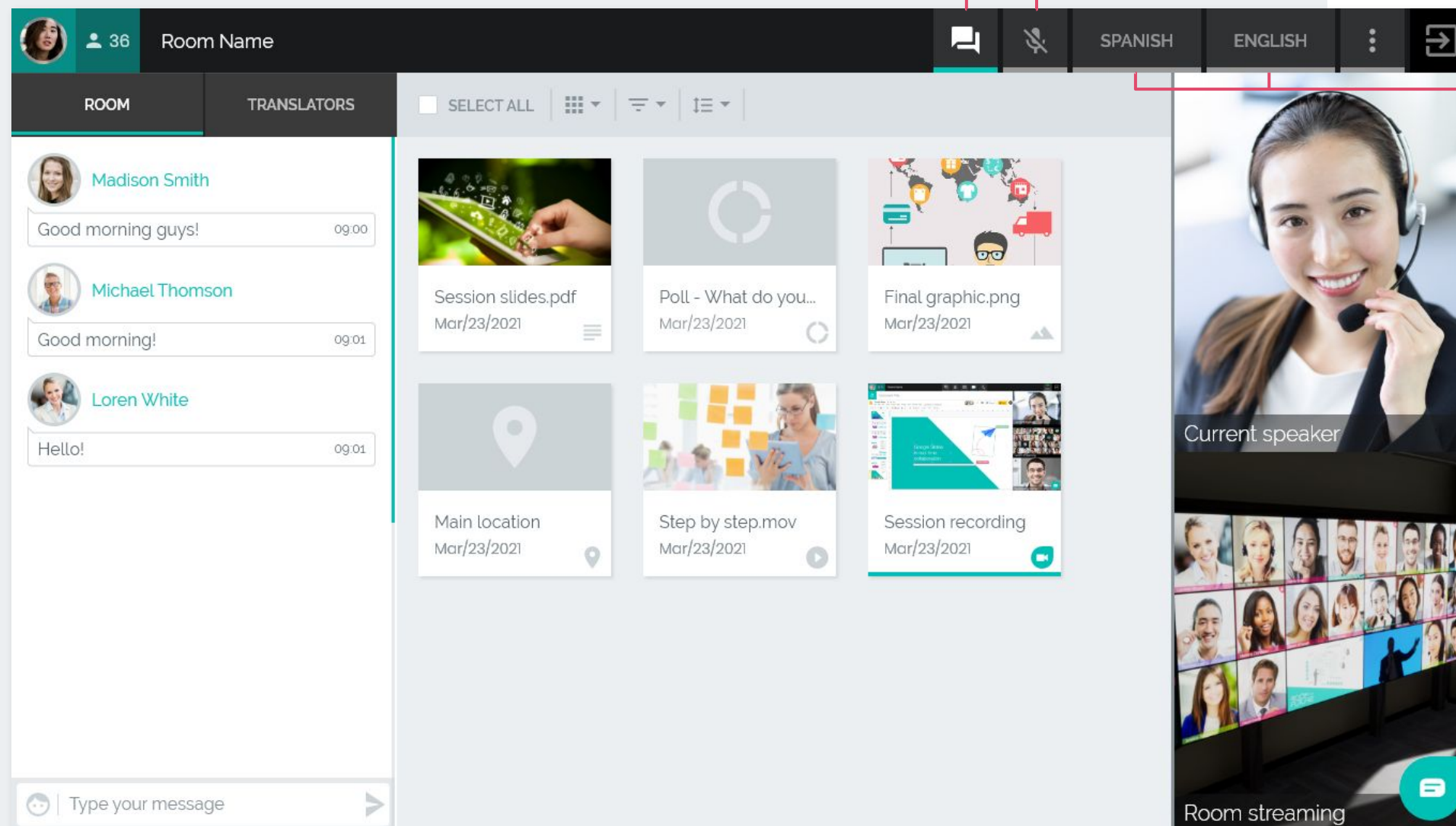
- Change and test devices

[For further information about change devices](#)



Virtual Room

MAIN BUTTONS



OPEN/CLOSE CHAT

MUTE/UNMUTE MICROPHONE

TRANSMISSION LANGUAGES

When joining the session as a Translator, **the microphone will be inactive** (by default).

Applications and files

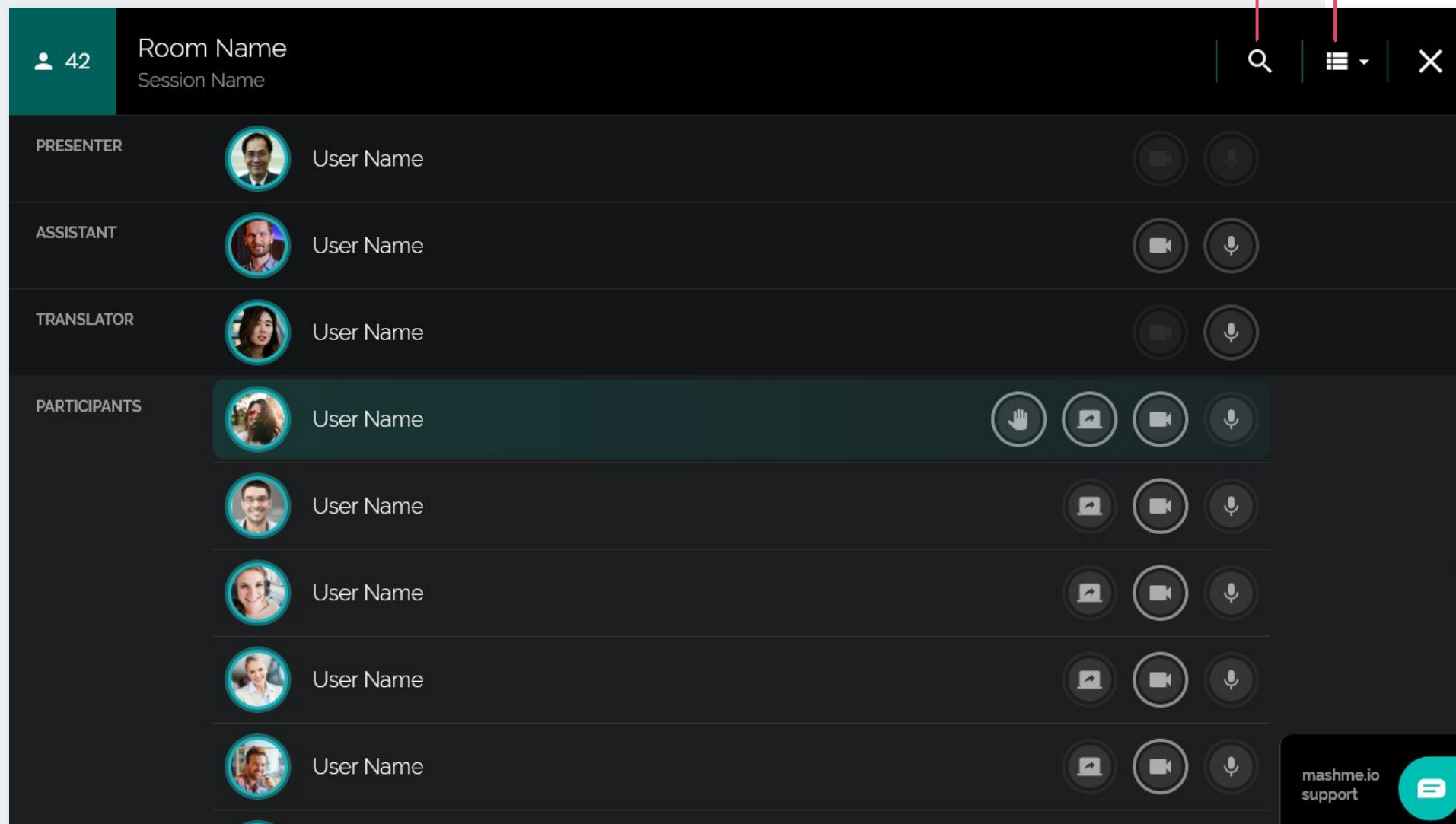
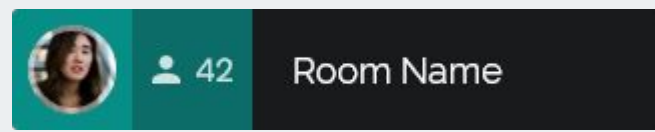
During the session, the Translator can view the open applications and files but is unable to interact with them.



Participants Panel

SEARCH BY NAME

CHANGE VIEW LIST / THUMBNAI

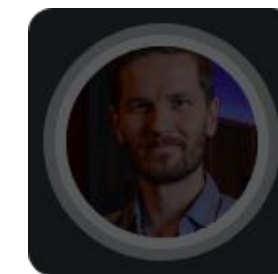
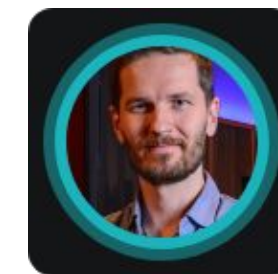


By clicking on the **Online People** number during the session the Translator can see:

- If the session has the Assistance/Translation feature enabled*
- The connection status of Room members
- The users connected as Remote Presenters*
- If the Participants have raised their hands
- If the Participants are sharing their screens
- If the Participants have their cameras on/off
- If the Participants are talking and using the microphone button

ON-LINE

OFF-LINE



* Information is available if the organisation has optional features such as Assistance and Remote Presenter enabled.



Transmission Languages

MUTE/UNMUTE MICROPHONE

LANGUAGE CHANNEL

The screenshot displays the Zoom meeting interface. At the top, the room name and participant count (36) are shown. Below this, there are icons for chat, microphone, and video. The language selection bar shows 'SPANISH' and 'ENGLISH' tabs, with 'ENGLISH' currently selected. The main content area is divided into a 'ROOM' section on the left, which lists participants (Madison Smith, Michael Thomson, Loren White) and their messages, and a 'TRANSLATORS' section on the right, which displays various content items like 'Session slides.pdf', 'Poll - What do you...', 'Final graphic.png', 'Main location', 'Step by step.mov', and 'Session recording'. A large video window on the right shows the 'Current speaker' and a 'Room streaming' window below it. A red line from the text 'MUTE/UNMUTE MICROPHONE' points to the microphone icon, and another red line from 'LANGUAGE CHANNEL' points to the language tabs.

The secondary language will be active by default as set-up by the room Administrator. Switch from one **Language** channel to the other by clicking on each tab at any time.

The Participant has the choice of listening to the Presenter or via the Translator by selecting the second language.

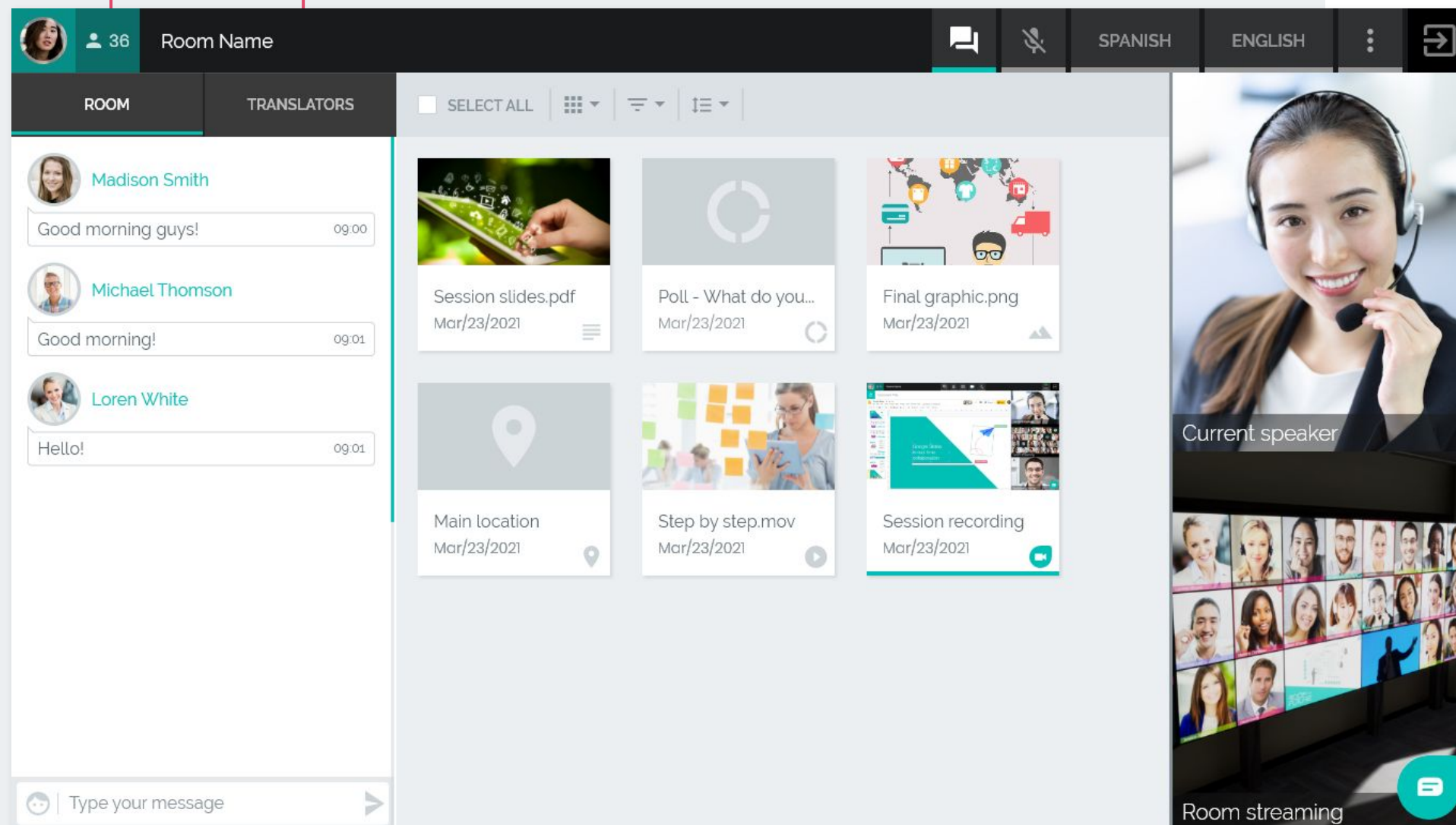
The microphone option **allows mute/unmute at any time**. When the microphone is muted, the session Participants will hear the original presenter audio broadcast automatically.



Chat Channels

ROOM CHAT

PRIVATE TRANSLATORS CHAT



When more than one translator is attending a session the **Translators can communicate** between each other privately in the translator chat.

This conversation is not stored in the chat history.

NOTE

If the organisation has enabled the Assistant feature, another chat tab (Assistant) will be present in a tab adjacent to the translator chat.



Full Screen Videoconference



MINIMIZE VIDEO STREAM

ACTIVE APP

This option **allows the Translator to focus** on any of the following sections:

- Current speaker
- Room streaming



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mashme 

If you require further assistance or information

Contact us

support@syncrtc.com

Visit our Help Portal

<https://help.mashme.io/>