samegoal

# Translation Settings

Districts on the Pro edition of SameGoal have access to the Translation feature.

## Automated translation

Depending on district policy, districts may optionally use automated translation backed by the Google Cloud Translation API. When enabled, to ensure that essential information has been accurately translated and conveys the meaning of the source document, the local education agency would need to have a machine translation reviewed, and edited as needed, by an individual qualified to do so. Details

Automated translation is disabled by default. Only an administrative user can enable/disable automated translation.

**Steps** *To enable/disable automated translation:*

1. Visit **Settings** (left menu) > **District information**.
2. Locate **Automated Translation** and check **Translate documents with Google Translate prior to human review**. The selection will autosave when the user leaves the page.

Tip Admin users will see a note in the approve/deny step of each translation request either stating that automated translation has been enabled or containing directions on how to enable it.

## Automatic translation request approval

Districts may choose to enable automatic approvals for translation requests.

If a district opts to enable auto-approval of translation requests, when a user requests a translation from within a document, they are able to enter in the translator's email themselves in the **Request Translation** dialog box. Then, when they submit the request, an email is sent directly to the translator without first going to an administrator for approval.

**Steps** *To enable automatic translation request approval*

1. Navigate to **Settings** > **District Information**.
2. Go to the **Administrative Options** section.
3. Click the **Enable** checkbox under **Automatic Translation Request Approval**.

Tip If you don't see the update right away, try refreshing the page.