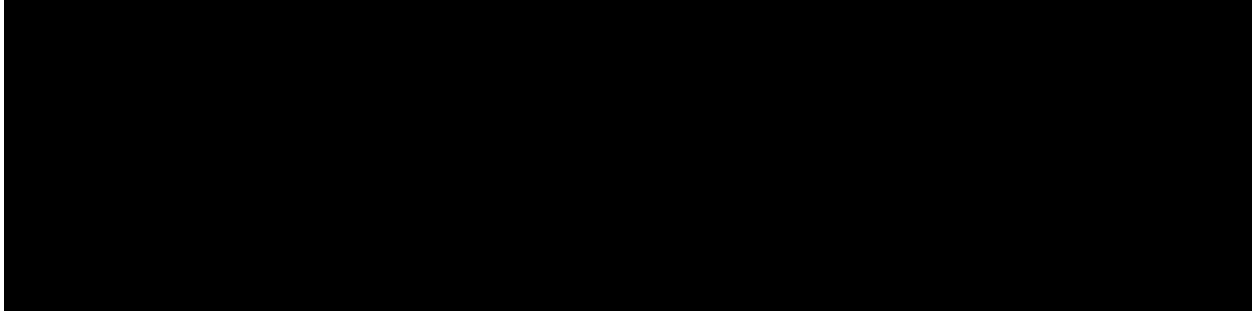
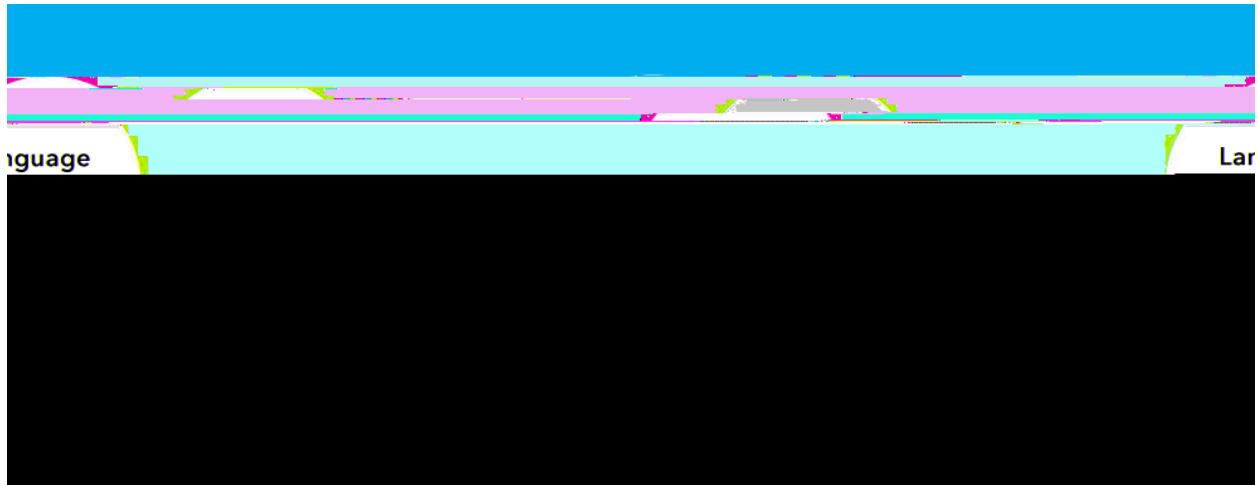


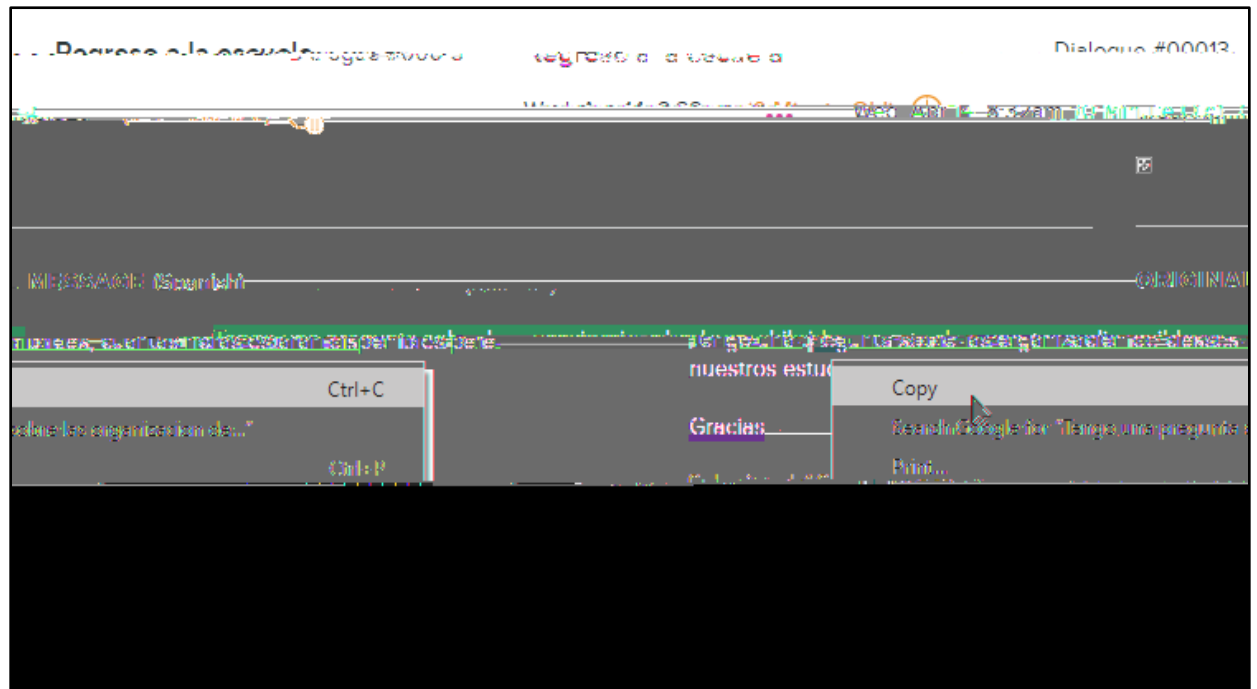
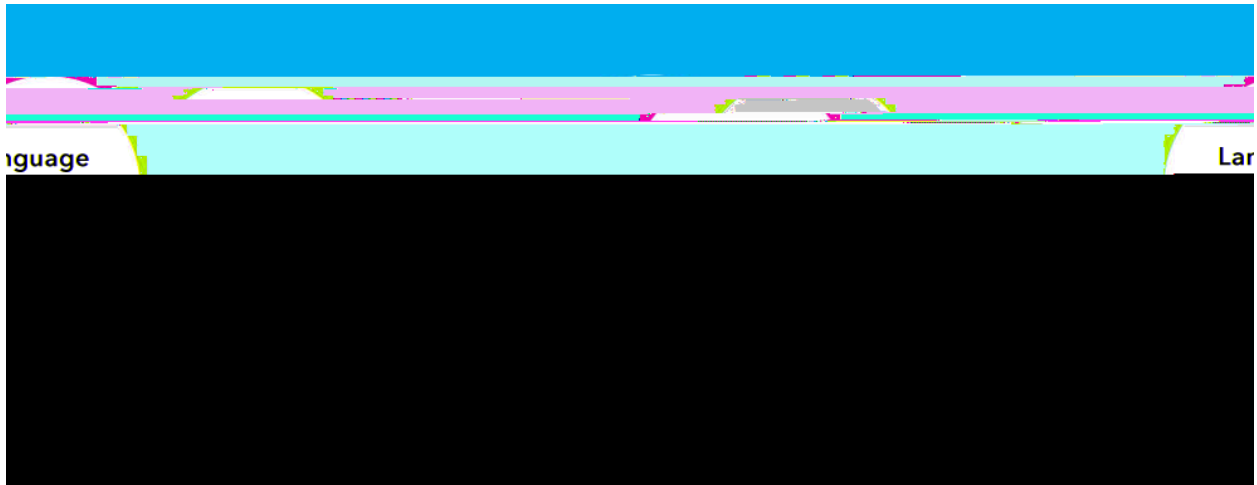
Language

Lar

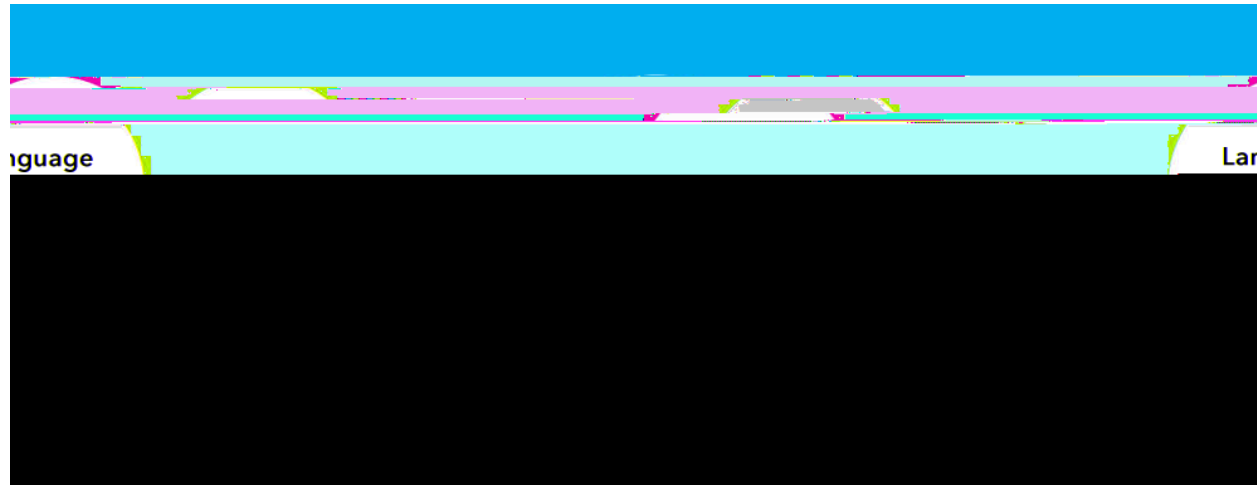




2. Let's Talk! interest area owners and/or team members access dialogue by clicking the **Go to Dialogue** button within emailed notification OR by logging into Let's Talk!* and navigating to their Assigned to Me or Team tab in the Let's Talk! Inbox and clicking on the dialogue.
 - a. *Navigate to k12insight.com and click Log In towards the top right. Your user name is your full district email address and your password is what you set when you activated your Let's Talk! Account.
3. **Submitting a message to LAS for translation** - You are responsible to copy non-English text from the customer by highlighting the text and right clicking and then selecting **Copy**, OR by highlighting the text and then using Ctrl-C on your keyboard.



4. Click "Submit to LAS for translation" button within Let's Talk! Dialogue which opens a new window.
 - a. You may be prompted to log in to LinguistLink with your credentials at this stage.
5. Paste* the subject and text from the dialogue into LinguistLink and click **Send**.
 - a. *Paste by right clicking and selecting paste, or by using Ctrl-V on your keyboard



+ New Issue Report

Subject

Select Language (if known)

Select Department or School

Enter Text *

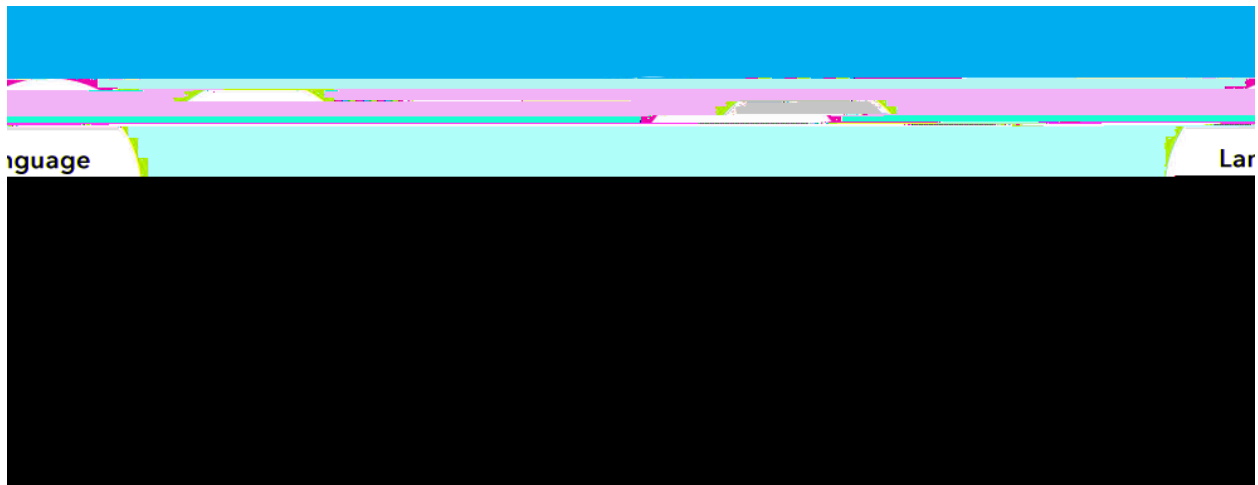
B I U S *I_x* **A-** **A-**

Tengo una pregunta sobre las organizaciones de clases híbridas, cuantas horas estaran disponibles para nuestros estudiantes.
Gracias

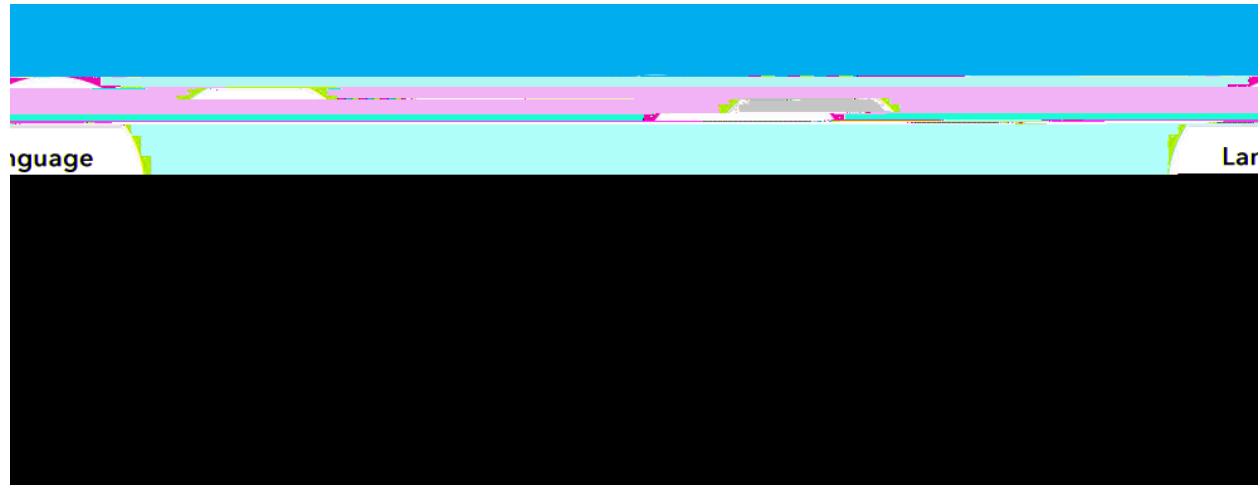
body span

Attachments You can drag and drop files below

No file chosen



6. Select the Language (if known)
7. Select your school or department.
8. Click "send"
9. **Receiving the translation** - When the translation has been completed, you will receive a notification from LAS scheduling system Linguistlink. You can click the link directly from the email to get to the text. You can also click the "PPS - Let's Talk" menu option to view all your dialogs - see image below.



THELIM

Home How Does It Work? Get Help Search Search Projects New Project

Dashboard Home Chat Translation Stacey TEST Logout

My Alerts

My Inbox

My Connections

My Projects

My Assignments

Filters

Invoices

User Log (Beta)

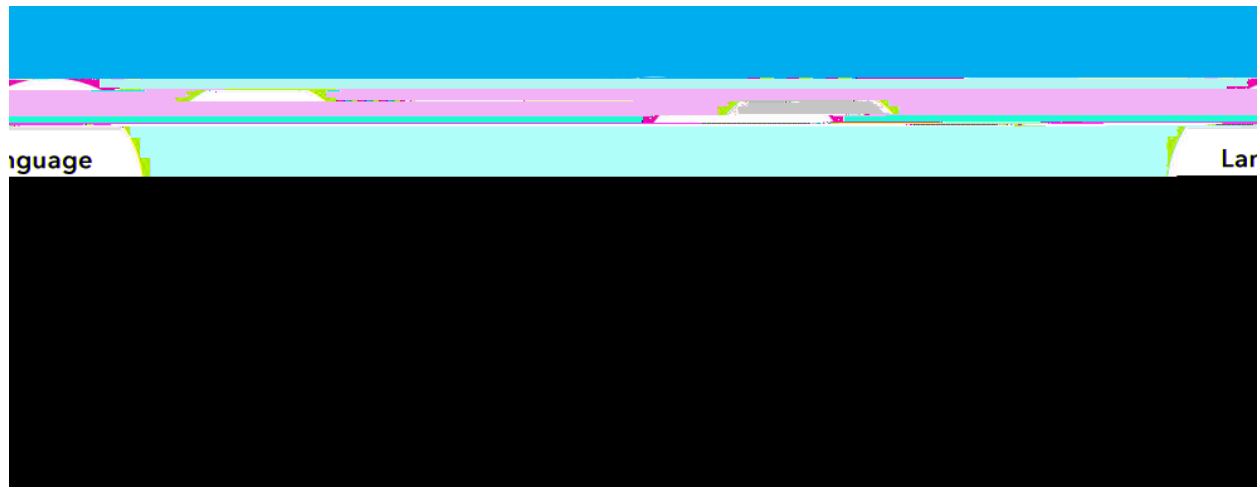
PPS - Let's Talk

Chat Translation

+ New

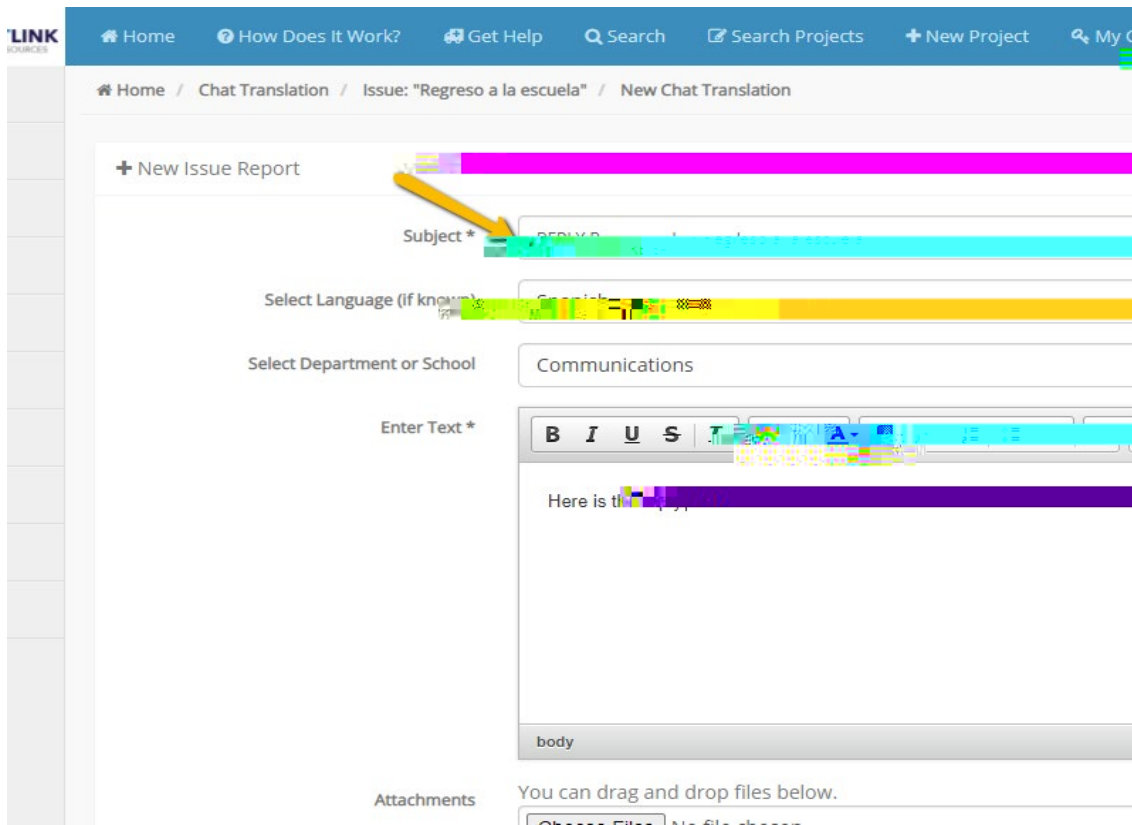
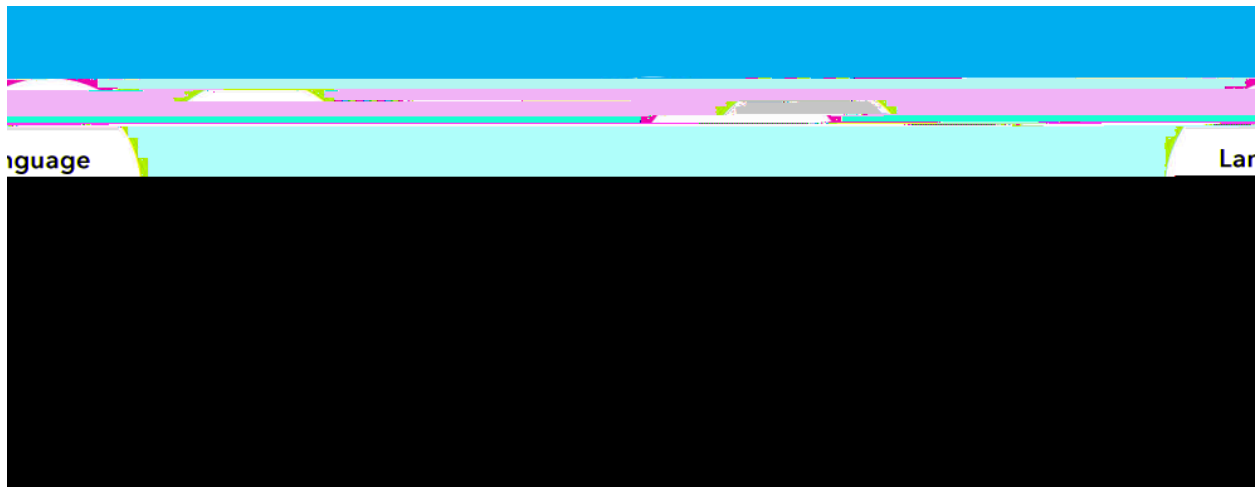
Quick Search show 10 entries

Reported By	Subject	Created	Updated	Status	Language	Priority	View
Stacey TEST	Repl... a la escuela	2 days ago	2 days ago	Closed	Spanish	None	View
Stacey TEST	Repl... a la escuela	2 days ago	2 days ago	Closed	Spanish	None	View
Stacey TEST	una pregunta para let's talk	10 days ago	8 days ago	In	Spanish	None	View

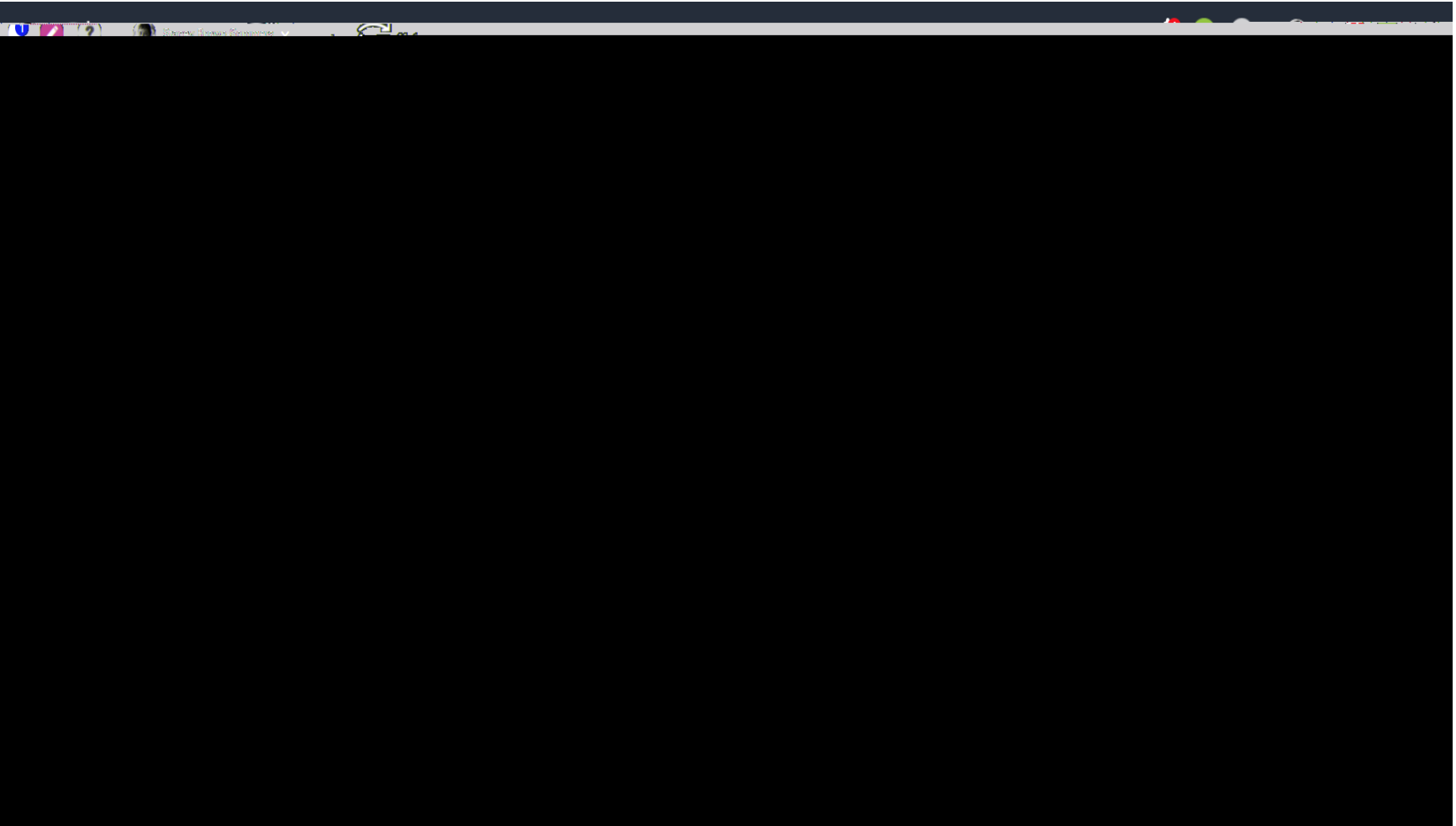
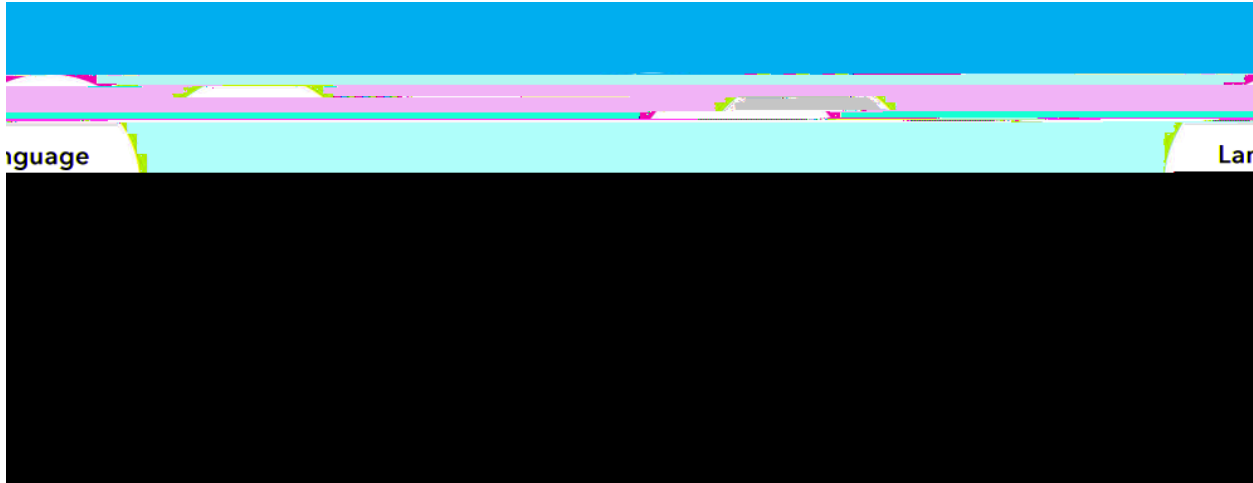


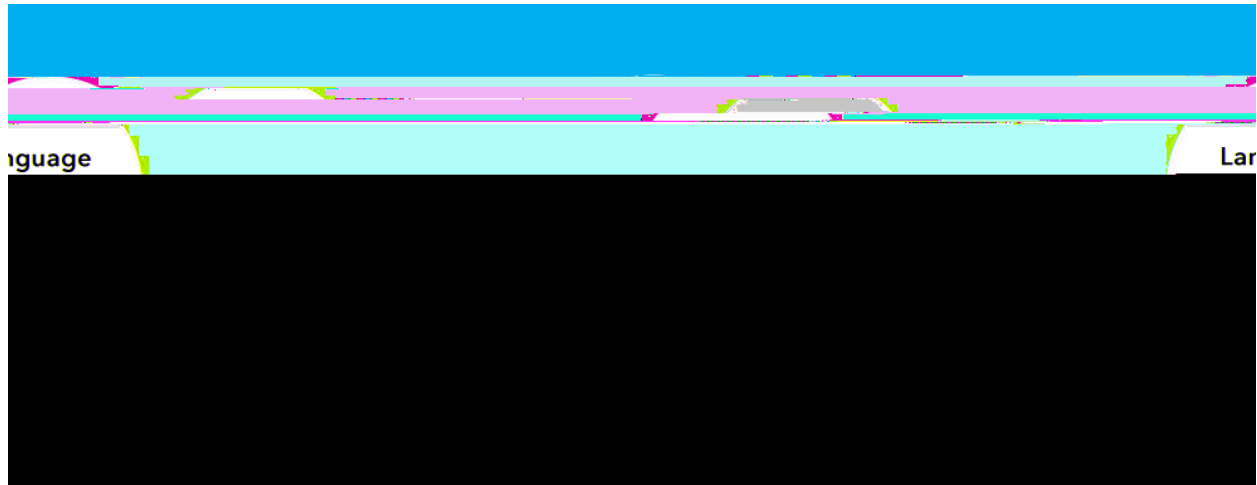
Reply to the Message

13. To submit a reply, select the "submit to LAS for translation" again.
14. When submitting in Linguistlink, indicate "REPLY" in the subject line.



15. Type your reply in "enter text"
16. You will receive the translation back as before.
17. Copy the translated text from word.
18. Select "Reply to Customer" in Let's Talk and paste the reply





Check out this video to see the whole process! (right click and select "Play Video").

