

Instructions for Simultaneous Interpretations for the Joint Councils Virtual meetings February 23-25, 2021

**For best user experience using Simultaneous Interpretation
 please follow the instructions below:**

<p>Join the MS Teams meeting using the link provided.</p>	<ul style="list-style-type: none"> If you do not wish to use interpretation services, <u>NO FURTHER STEPS REQUIRED.</u> Members can speak in either English or French during the meeting. Participants to use microphone to participate in the meeting (headset or laptop mic) 	
<p><u>FRENCH TRANSLATION (AUDIO)</u></p> <p>To listen to the French translation of the meeting</p>	<p><u>Step 1:</u></p> <ul style="list-style-type: none"> Join the meeting on MS Teams using the link provided for the meeting. <p><u>Step 2:</u></p> <ul style="list-style-type: none"> For French translation (audio) you need a <u>second device</u> (phone) to call into a teleconference line <p><i>This is only for French audio. This line is muted (similar to translation headsets used at in person meetings).</i></p>	<p><u>Teleconference details for French translation:</u></p> <ul style="list-style-type: none"> Please dial-in: 1-877-343-2259 ID: 3945849#
<p><u>ENGLISH TRANSLATION (AUDIO)*</u></p> <p><i>*This is used only if a presenter/member speaks in French during the meeting and the participant wishes to listen to the English translation.</i></p>	<p><u>Step 1:</u></p> <ul style="list-style-type: none"> Join the meeting on MS Teams using the link provided for the meeting <p><u>Step 2:</u></p> <ul style="list-style-type: none"> For English translation (audio) you need a <u>second device</u> (phone) to call into a teleconference line <p><i>This is only for English audio. This line is muted (similar to translation headsets used at in person meetings).</i></p>	<p><u>Teleconference details for English translation:</u></p> <ul style="list-style-type: none"> Please dial-in: 416-933-3854 ID: 3429233#