

Translation/Interpreter Assistance for Educators

Technological Services

- Google Translate APP:
 - Allows you to use your device camera to scan text or handwriting and it will be translated into the chosen language
 - Also translates speech and conversations to a chosen language
 - Some languages have option to translate with no service/internet by download to device
- Chromebook Translation
 - *With read aloud in chosen language* (skip these steps if student does not need text to speech):
 - Open Chrome internet browser
 - Search for “ read aloud plug in” and download to device
 - Go into device settings and change the language preference to the preferred language
 - Restart the device
 - When logged back on, language will be translated and speech will be read in chosen language (if optional steps were followed)
- *Remind* and *Class Dojo*
 - Both systems can translate communication into multiple languages
- *Canvas*
 - Ability to translate into multiple languages
- Curriculum
 - Much of our adopted curriculum offers resources in other languages (contact ELL specialists with questions)

District Translation Services

Prior approval is needed; specifics are noted below

- Language Link
 - **Contact Sue Johnson @ Teaching and Learning PRIOR to utilizing these services**
 - Immediate, easy to use translation service via phone
 - Can be utilized any time throughout the day to contact families via phone or to use on speaker phone in a physical meeting
 - Appropriate form needs to be filled out and submitted to Sue Johnson @ Teaching and Learning as soon as possible for budgeting purposes
- Translators/Interpreters
 - Building secretaries have a list of approved translators
 - ALL translators/interpreters MUST pass a translation test before being added to the list
 - For conferences, please contact your building administrator to utilize services
 - In instances other than conferences, please contact Sue Johnson @ Teaching and Learning prior to accessing services
- Documents
 - The district offers document translation
 - Please contact Sue Johnson @ Teaching and Learning to utilize

Teaching, Learning, and Curriculum; Special Programs- English Language Learner, Secretary:
Sue Johnson (susan.johnson@rsd.edu) / 509-967-6056

RSD K-12 ELL Instructional Specialists:

Rachael Clayton (rachael.clayton@rsd.edu) / (509) 967-6535 Ext 6094

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RSD ELL Instructional Specialists: Rachael Clayton, Wendy Holsten, Heather Tolon (August 2019)