AMERICA INTERPRETATION

Zoom interpretation checklist

Zoom interpretation works best when language channels, host controls, interpreter access, speaker audio, and sound checks are configured before participants join.

Checklist

- When you schedule the meeting, enable language interpretation and add the interpreters and languages.
- At the sound check, start interpretation from the Zoom desktop app. Listen to each channel with a second device.
- To listen on a computer, open Interpretation and choose a language. On the mobile app, find Interpretation under More.
- Join with computer or app audio. Telephone dial-in does not carry the language channels.

Common risks

- Interpretation not enabled before the meeting starts.
- Interpreters assigned after participants are already live.
- Remote speakers using poor microphones.
- Participants unsure whether to mute original audio.

What America Interpretation can handle

- Zoom interpretation workflow guidance.
- Interpreter coordination and rehearsal support.
- Technical-risk review before the event.

What organizers should prepare

- Provide host/co-host access as needed.
- Confirm meeting settings and invitation language.
- Share the final agenda and speaker list.