

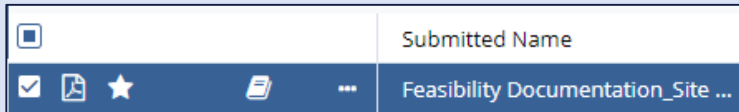
APPLICABLE TO:

- Administrators
- eTMF
- Room Managers
- Study Start-Up
- Editors
- TI Docs/ Collaborate
- Readers

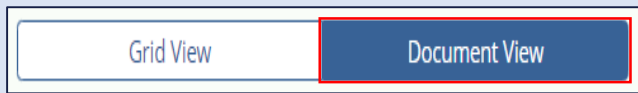
Note: Machine Translation must be enabled and the document must have **OCR** applied before this function can be used.



1. Login to a room and navigate to the **Documents Module** by clicking the icon on the left.

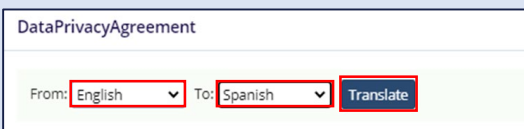


2. Locate and select the document you wish to translate.

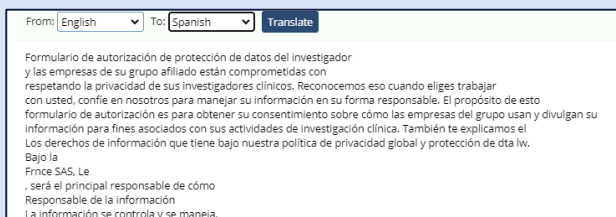


Click **Document View** at the bottom of the grid.

3. Click **Translate Document** from the ribbon menu at the top of the document.



4. Choose the language into which the document should be translated by clicking the drop-down arrows.
Click **Translate**



5. The document will be translated as shown.

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