

A Guide to Google Translate for Families

Information and tips to support your child's
learning at home.



Stay Updated

Visit www.schools.nyc.gov to receive the latest information on remote learning.

Text “COVID” to 692-692 to receive regular updates on COVID-19.

Our website is supported by Google Translate. You can select a preferred language at the top of the page.



A screenshot of the NYC Department of Education website. At the top left is the NYC Department of Education logo. To its right is a search bar and a "Select Language" dropdown menu, which is circled in blue. Below the logo is a navigation menu with links for Enrollment, Learn at Home, Learning, School Life, Get Involved, Careers, and About Us. A yellow banner below the navigation menu contains a warning icon and the text "Learn at Home for All Students". The main content area features a photograph of students in a school hallway. Below the photo is a "Remote Learning Update" section with the text "School buildings will remain closed for the remainder of the 2019-20 school year". At the bottom is a dark blue navigation bar with buttons for "Remote Learning Update", "Learn at Home", "Teach from Home", "Free Meals", and "Middle School Offers".

Google Translate

Google Translate is a free tool that is available on most devices. Google Translate can be used to translate text, handwriting, speech, and websites in over 100 different languages.

Google Translate does not replace the translation and interpretation services provided by your school. But Google Translate can help you navigate online materials and improve communication with individuals who do not speak your language.

For computers, Google Translate is used as part of your web browser. For iPhones, iPads, and Android devices, Google Translate is used as an app.



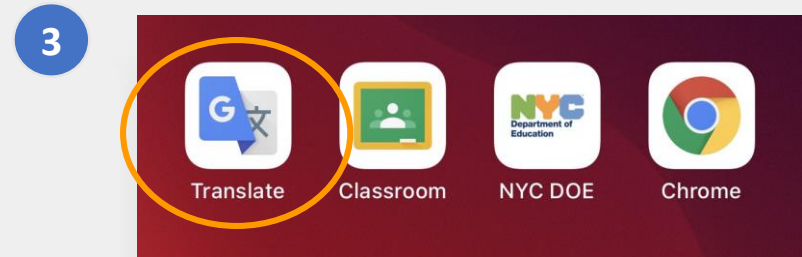
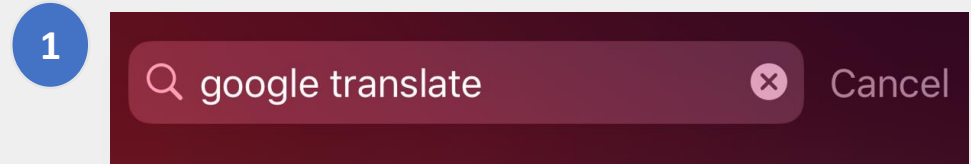
If your preferred language is not English, you can always request for a qualified interpreter for school meetings or for professional translation of important documents.

Download Google Translate for your phone or tablet

- 1 Search for the Google Translate app:
 - For iOS (Apple) devices, go to the [app store](#)
 - For Android devices, go to [Google Play](#)
- 2 Click “install” or the “cloud icon” to download the app.
- 3 Check if Google Translate was successfully downloaded. The icon should now appear on the top-right corner of your browser.



If you have an internet-enabled device provided by the DOE, your device should already have the Google Translate application.



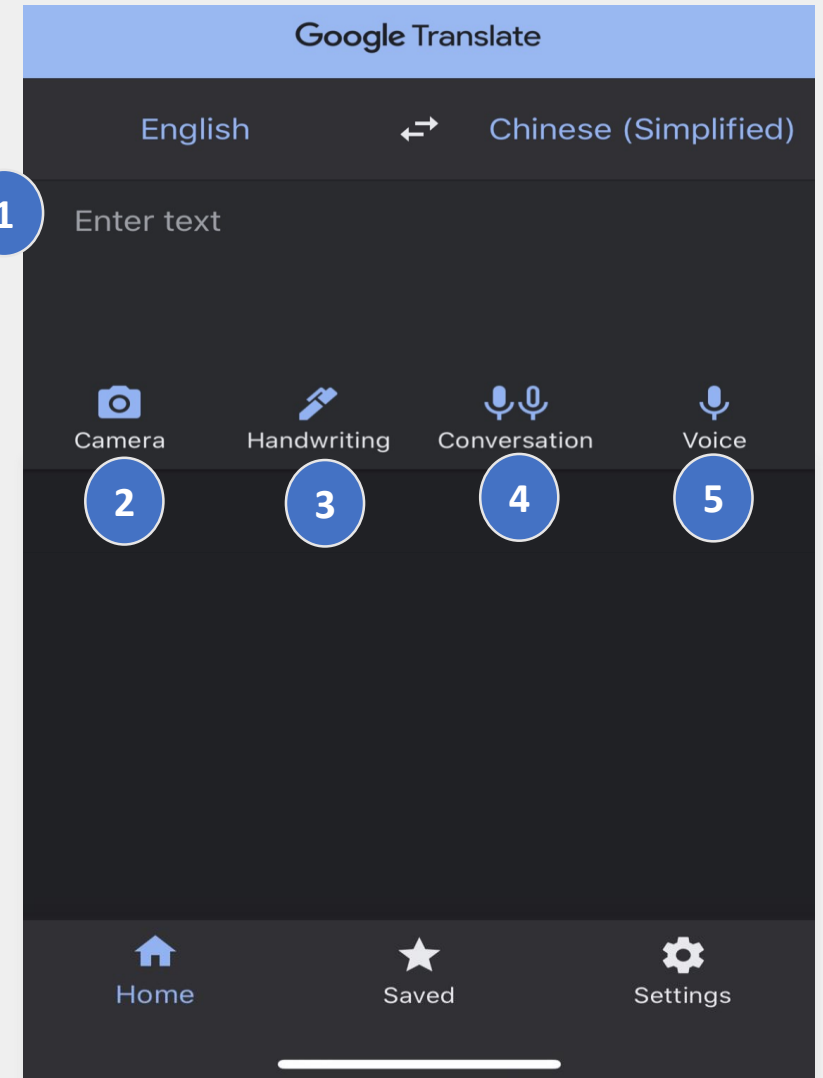
Using Google Translate on your phone or tablet

Google Translate includes the following translation options:

- 1 **Text** (typing)
- 2 **Camera** (taking pictures of text)
- 3 **Handwriting** (writing with the touchpad)
- 4 **Conversations** (speech)
- 5 **Voice** (speech to text)



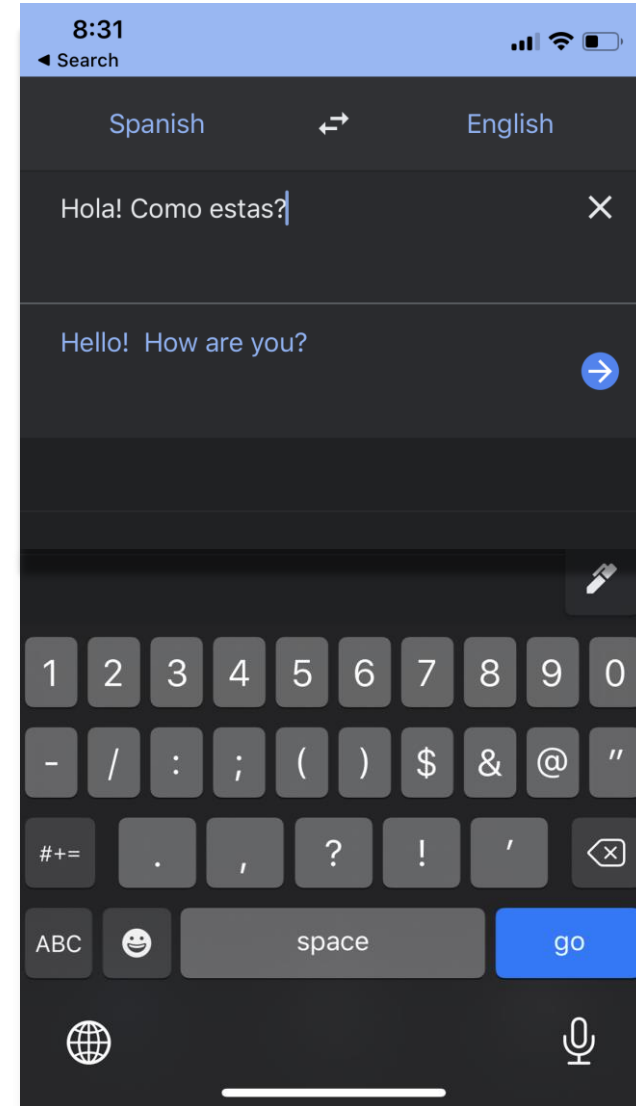
You can also download languages onto your phone so you can use Google Translate offline.



Text and Handwriting

The **Text** and **Handwriting** features let you translate text from one language to another.

After you select your languages, type or handwrite in words or phrases in one language. The application will do its best to translate what you entered into your selected language.



Tap the “pen” icon to use the touchpad to handwrite your entries.

Camera

The Camera feature lets you translate images of text from one language to another.

- Aim your camera at the image until the language is detected and fully translated.
- You can choose to keep this photo by using the 'import' function.

**"¡Mírame!
¡Mírame!
¡Mirame ahora!
Es divertido divertirse
Pero tienes que saber cómo.**



**"Look at me!
Look at me!
Look at me NOW!
It is fun to have fun
But you have to know how.**



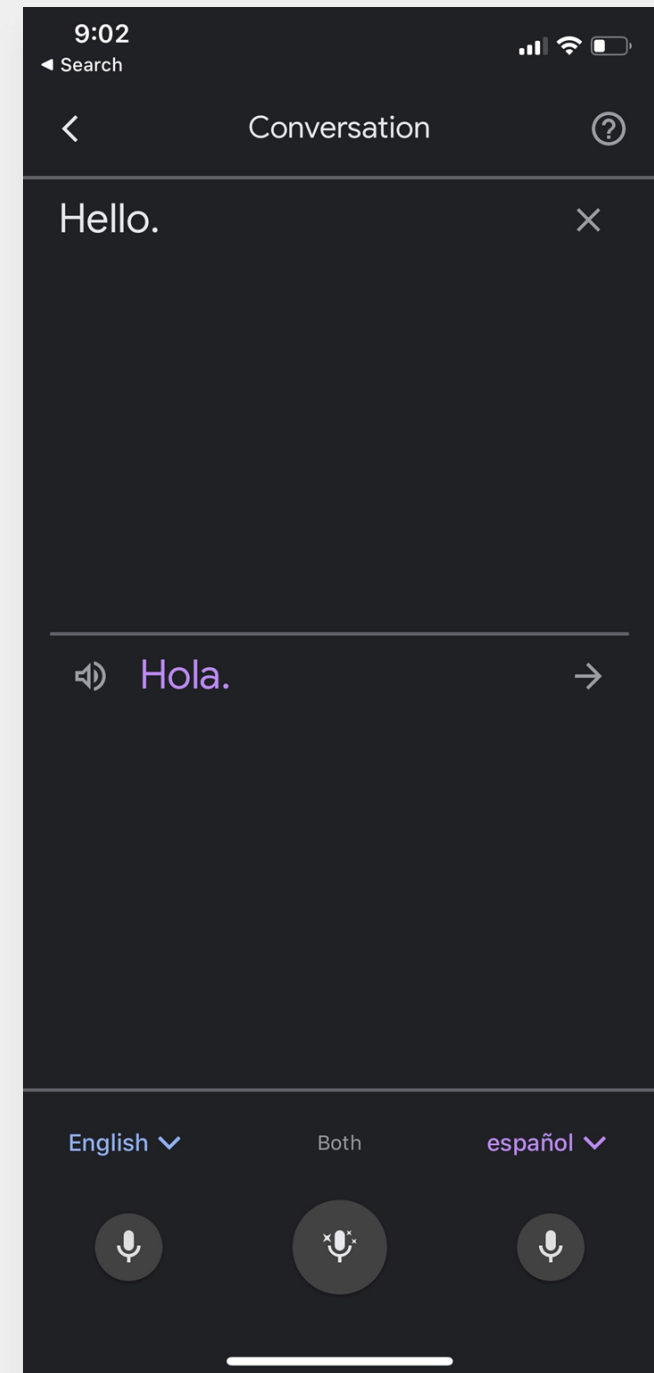
**Hãy nhìn tôi này!
Hãy nhìn tôi này!
Nhìn tôi NGAY BÂY GIỜ!
Đó là niềm vui để vui vẻ
Nhưng bạn phải biết làm thế nào.**



Conversations and Voice

The Conversations and Voice features allow you to speak in one language and then have what you said repeated in another language.

You can use the “**Both**” feature, which will automatically detect the languages used as you have a conversation with someone who speaks a different language.

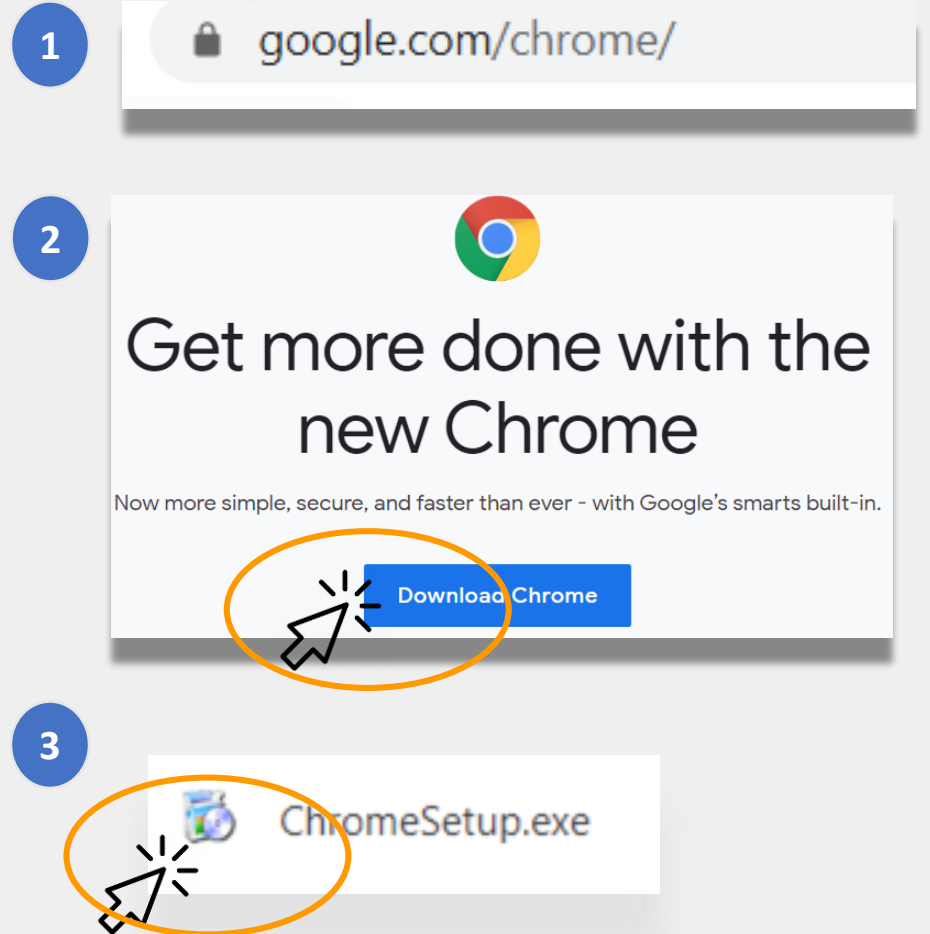


Downloading Google Translate

To get Google Translate on your computer, you will need two things: the **Chrome web browser** and the **Google Translate web extension**.

If you do not already have the **Chrome web browser**, follow these steps:

- 1 Go to google.com/chrome/ on your web browser.
- 2 Click “**download Chrome**”.
- 3 Open the file that you downloaded to install the Chrome web browser.
 - The file’s name is “ChromeSetup.exe” for Windows and “googlechrome.dmg” for Mac.

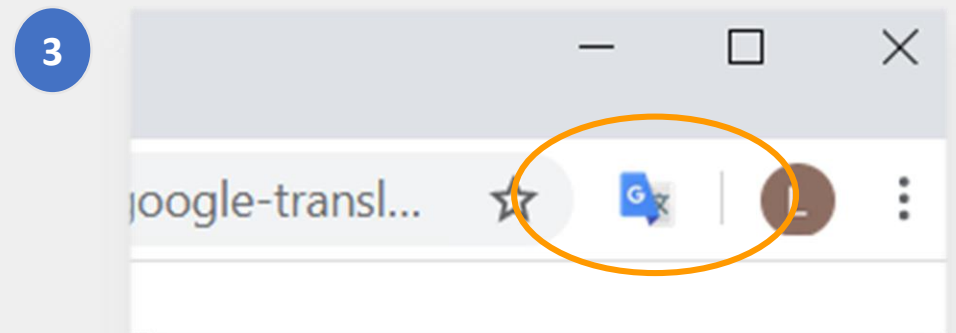
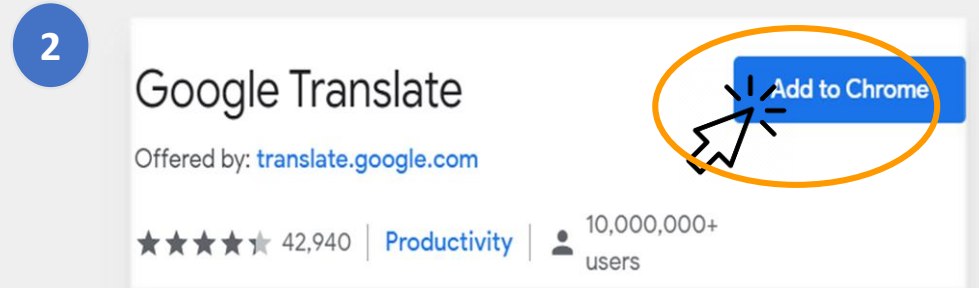
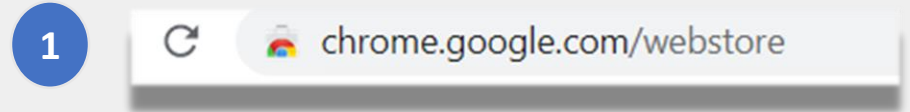


Downloading Google Translate (continued)

Now that you have the [Google Chrome browser](#), next you will need the **Google Translate web extension**.

To download the **Google Translate web extension**, follow these steps:

- 1 Go to the [Chrome Web Store](#) using your Chrome web browser and search for “**Google Translate**”
- 2 Click “**Add to Chrome**”.
- 3 Check if Google Translate was successfully downloaded. The icon should now appear on the top-right corner of your browser.



Translating Websites

To translate websites:

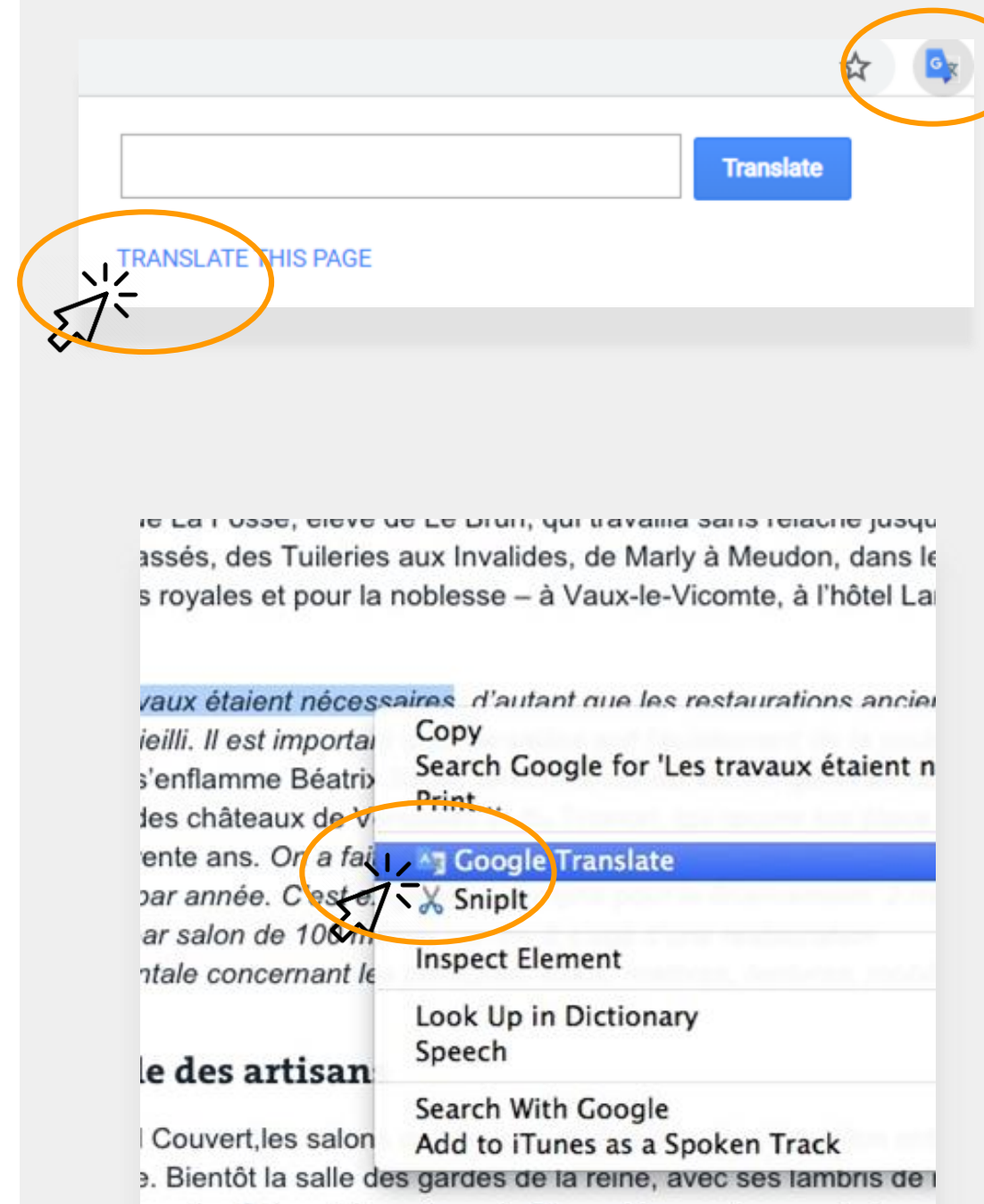
- Click on the “**Google Translate**” icon on the top-right corner of your screen
- Click “Translate this Page”.
- Select your preferred language.

To translate specific words or phrases on a website:

- Highlight and right-click on the text you want to translate.
- Select “Google Translate”.



You can also use this option to translate materials in Google Classroom, including documents, forms, and email.



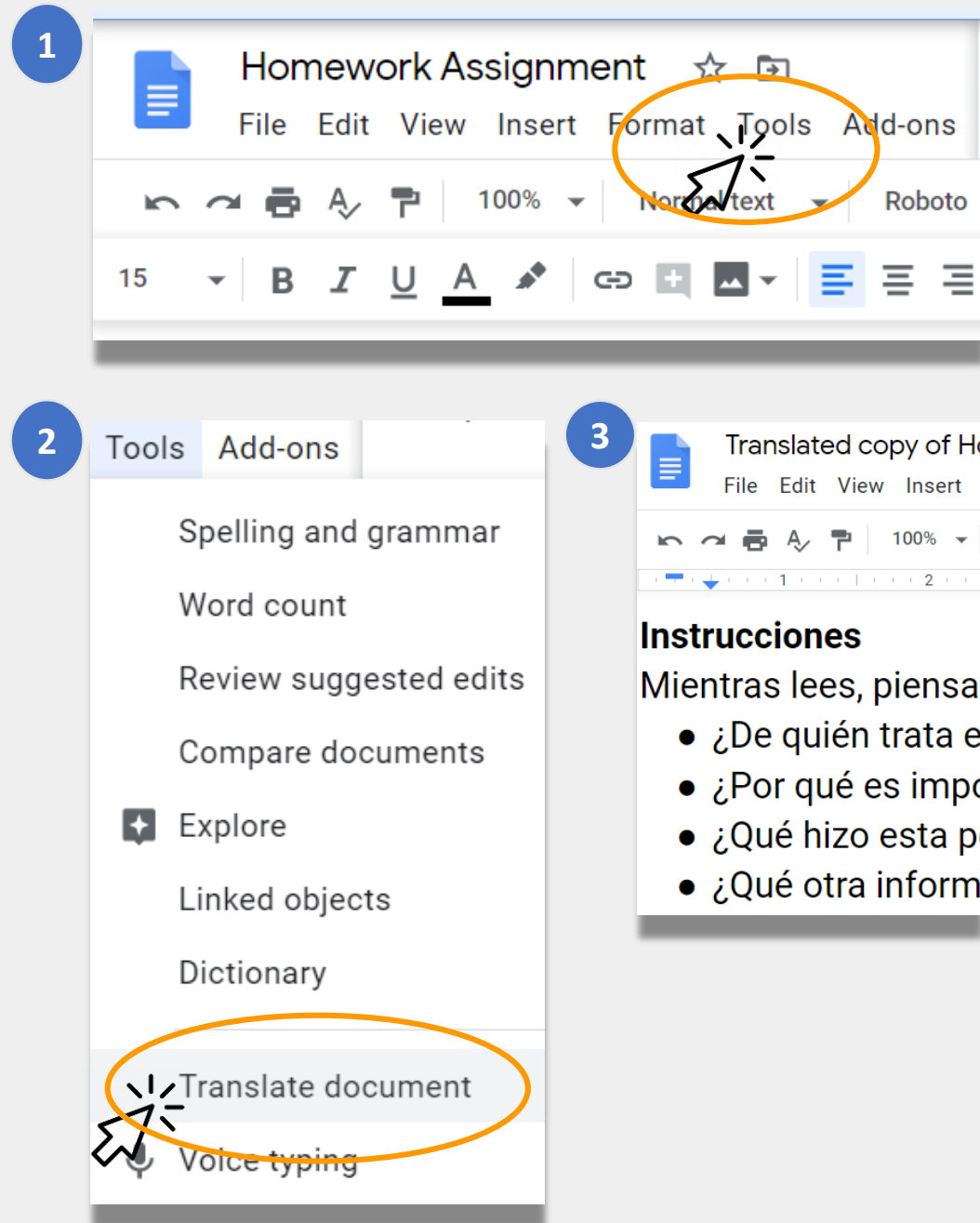
Translating Google Docs

Google Docs are online documents that your child may be asked to use to complete and turn in assignments.

If an assignment is in English and you want to keep a copy in your preferred language, you can use the **Translate tool** in Google Docs.

To translate and make a copy of a Google Doc:

- 1 Click on the **“Tools”** option on your browser menu.
- 2 Click **“Translate Document”**. Choose a Language, then click **“Translate”**.
- 3 You now have created your own copy.



NYCDOE Links on Remote Learning

NYC Department of Education
<https://www.schools.nyc.gov/>

Activities for Students
<https://www.schools.nyc.gov/learn-at-home/activities-for-students>

Technical Tools and Support
<https://www.schools.nyc.gov/learn-at-home/technical-tools-and-support>

Frequently Asked Question on Remote Learning
<https://www.schools.nyc.gov/learn-at-home/information-on-remote-learning>

Free Meals
<https://www.schools.nyc.gov/school-life/food/free-meals>

Devices for Remote Learning
<https://www.schools.nyc.gov/learn-at-home/ipad-distribution>

Regional Enrichment Centers
<https://www.schools.nyc.gov/enrollment/enrollment-help/regional-enrichment-centers>

Getting Started with your DOE iPad
<https://www.schools.nyc.gov/learn-at-home/ipad-distribution/getting-started-with-your-ipad>