LinguaLink
by DATAFLOW

What is LinguaLink?

LinguaLink is a useful, user-friendly, innovative tool for Microsoft Teams that brings different cultures together. Using this tool in your Teams meetings, helps you communicate smoothly by providing real time transcription and translation to a variety of available languages.

How can I get LinguaLink?

LinguaLink is a subscription-based Software as a Service (SaaS). You can purchase a LinguaLink subscription via Azure Marketplace, just visit Azure Marketplace and search for LinguaLink SaaS Offer.

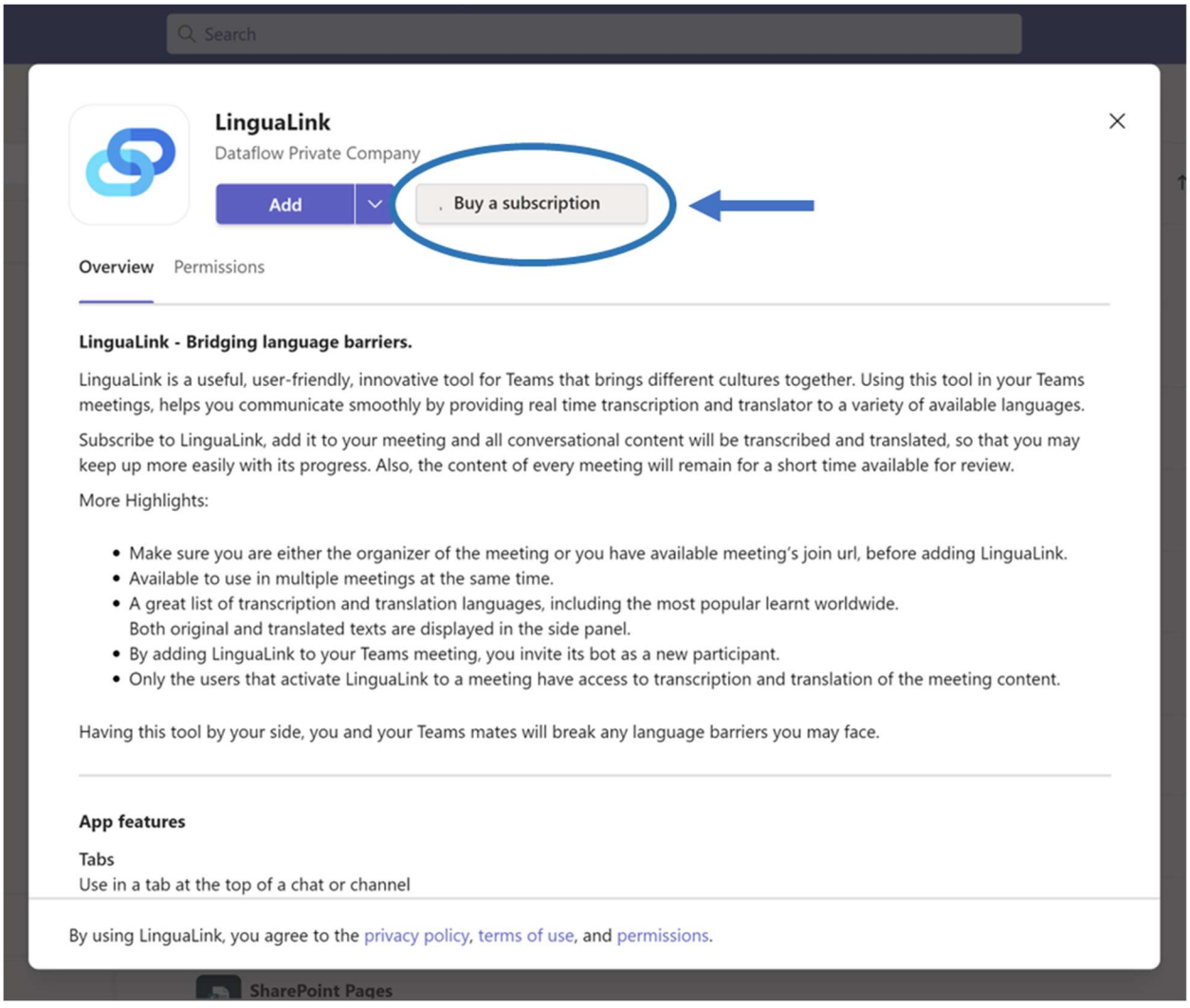
How can I use LinguaLink in my organization's Teams Tenant?

LinguaLink will be soon available on Teams App Gallery, in the meantime please contact us at support@dataflows.gr, so we can help you "side load" LinguaLink to your Teams Tenant.

A. INSTALLATION GUIDE

1. Get a LinguaLink subscription.

Before you can use LinguaLink for Microsoft Teams application, you need to have an active LinguaLink subscription. To do so, search for LinguaLink to your Teams App Gallery, and select the “Buy a subscription” option.



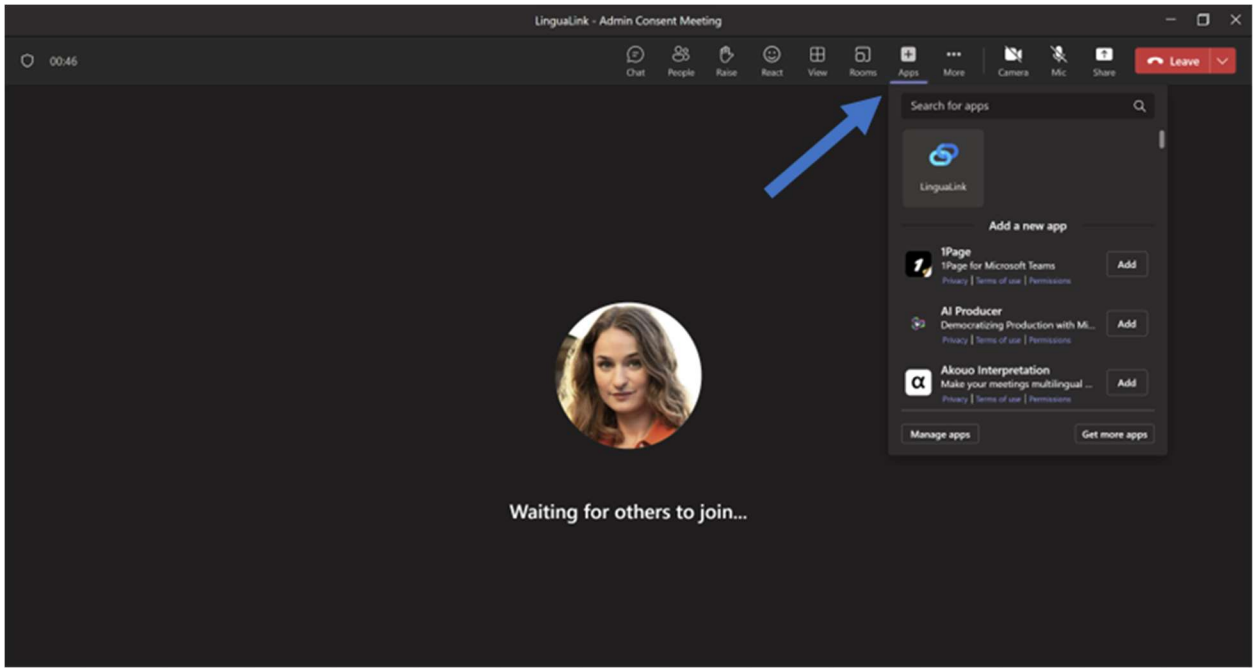
Alternatively, in case you have an active Azure subscription, you can get a LinguaLink subscription via Azure Marketplace. Search for LinguaLink SaaS on Azure Marketplace and follow the wizard's steps. This will activate LinguaLink for your entire organization, same as following the in Teams wizard.

Once you have an active LinguaLink subscription, the application will be enabled, otherwise you will receive a message like the following, where you should select "Upgrade now" and follow the previous steps.

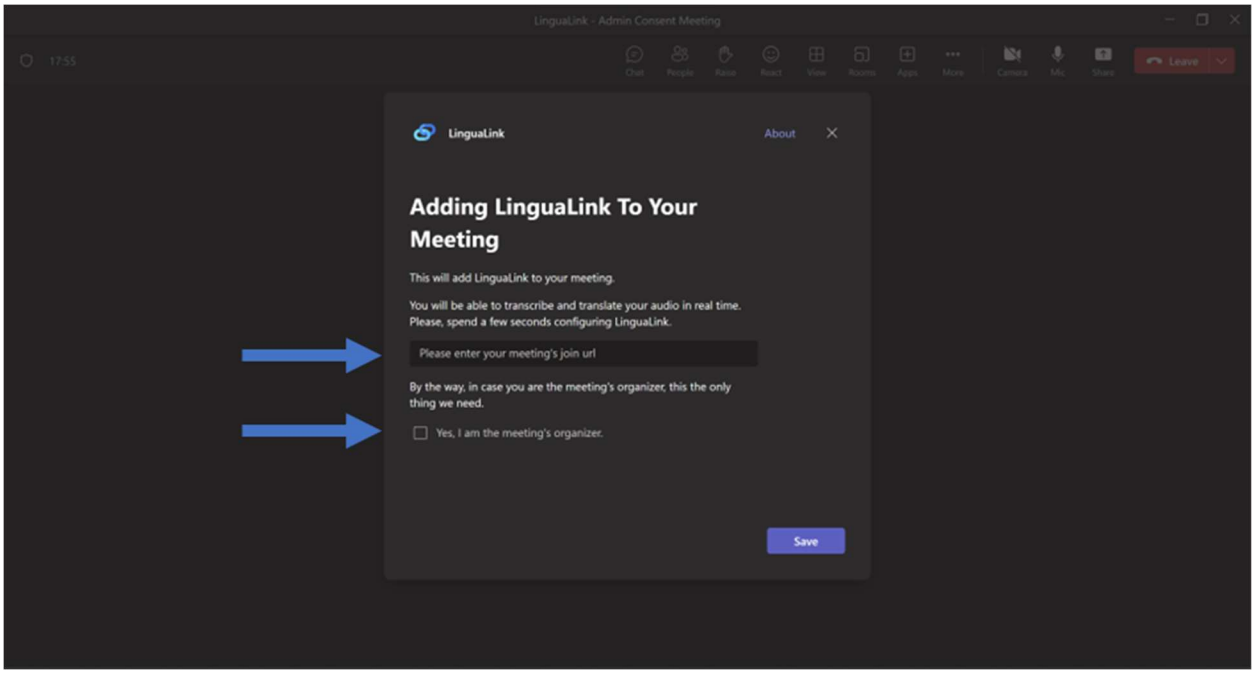
2. Grant LinguaLink Admin Consent to your organization

LinguaLink requires special access rights to your organization's Tenant to function properly. These access rights need to be provided by an Azure Active Directory Tenant administrator, so make sure, before you continue with this step, that you are either an administrator of your organization, or you can ask the help of your organization's administrator.

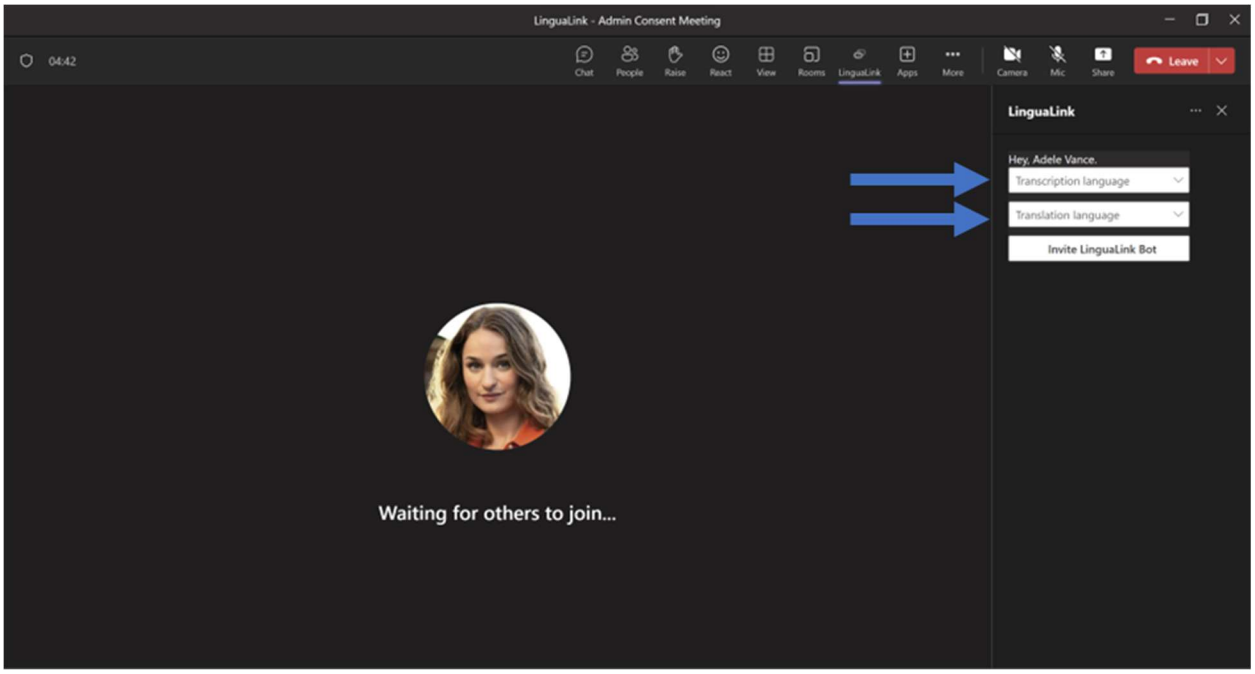
1. First create, or join an existing Teams meeting, and add LinguaLink to it, by selecting Apps and then searching for LinguaLink.



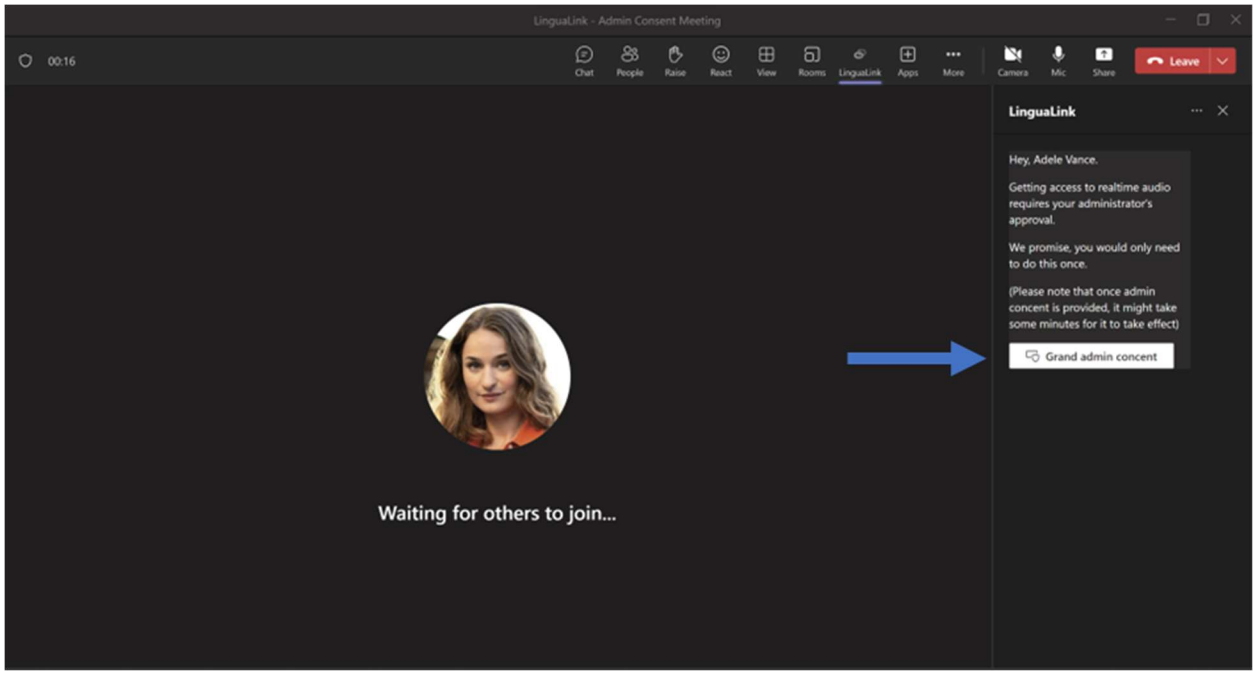
2. Follow the wizard to configure LinguaLink, by either entering the meeting join url or in case you are the meeting's organizer, by selecting "I am the meeting's organizer".



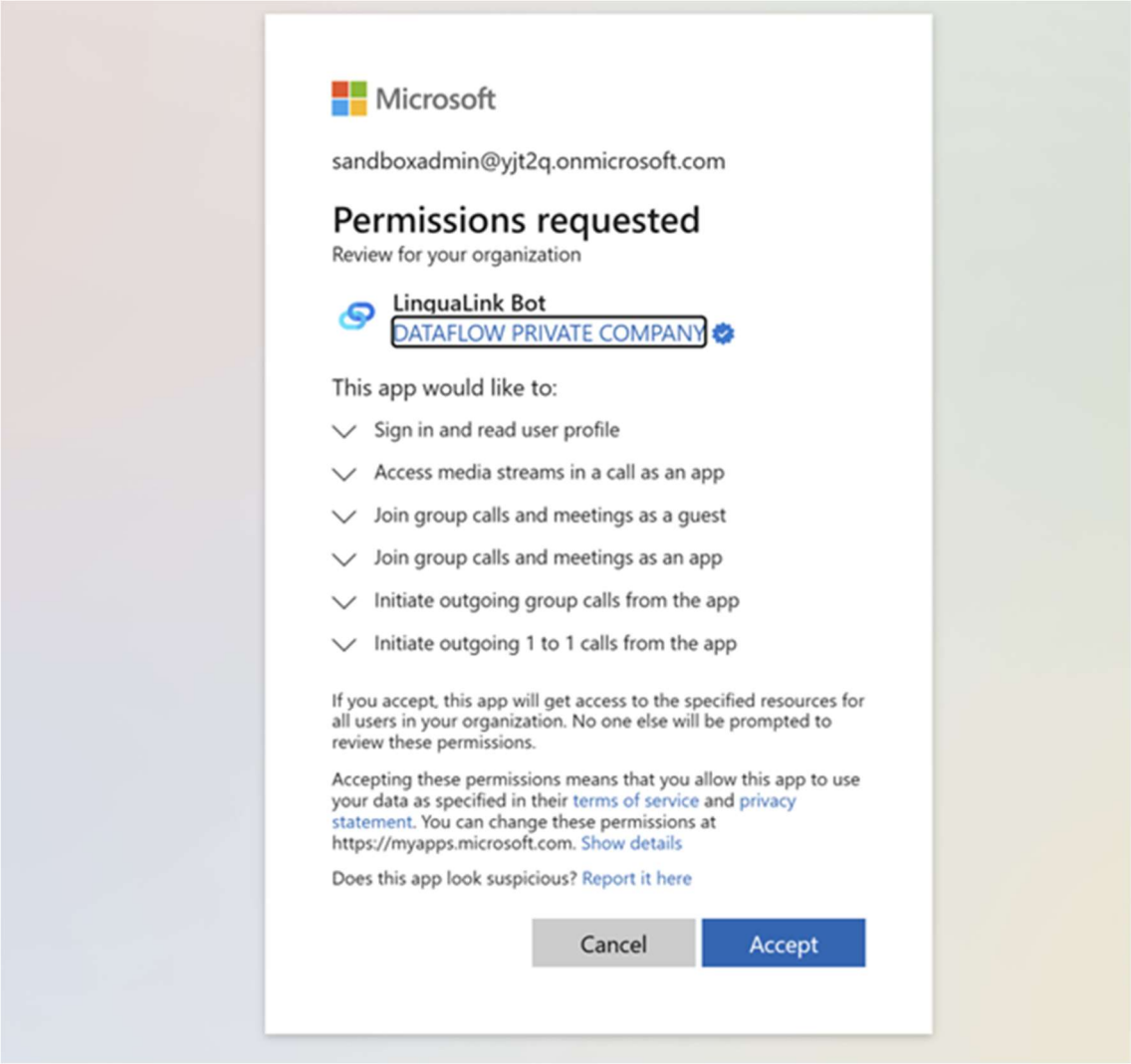
3. This will add LinguaLink to your meeting, and now you can select the languages that will be transcribed and translated.



4. You are one step away from inviting LinguaLink bot to your meeting, you just need to provide “admin consent”, so the bot can get the needed access rights. Go ahead and click “Invite LinguaLink Bot” and you will be prompted with a link to provide this. Again, make sure, that this step is done by an Azure Active Directory administrator – you will only have to do it once.

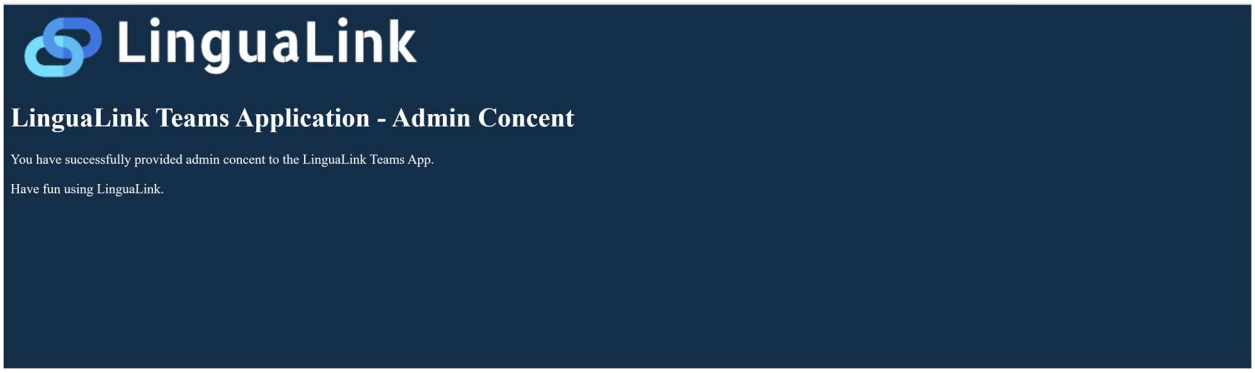


Just click on “Grand admin consent”, to be navigated to the related consent page:

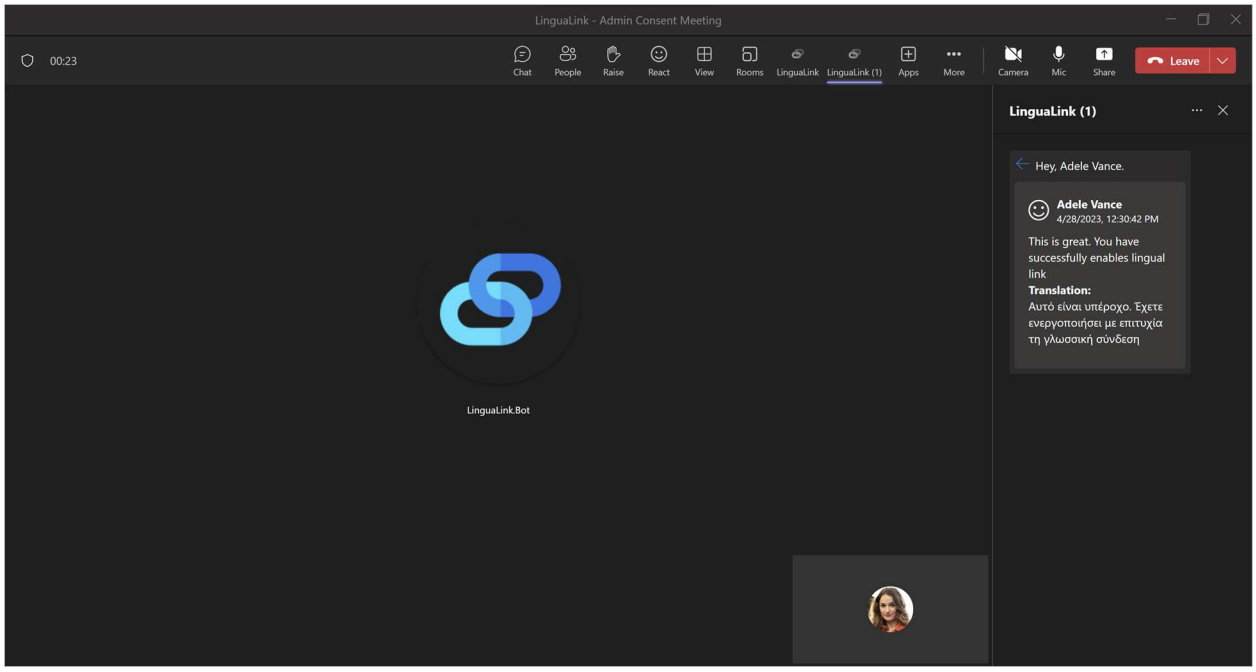


Review the access rights needed and accept if you choose to continue. Once accepted successfully, you will be navigated to the below page.

Before you use LinguaLink, make sure that you let a few minutes pass for the access rights to get propagated. Once this is done, you will be able to successfully invite LinguaLink bot to your meeting.



5. Great, you are good to go, the LinguaLink bot should have joined the meeting and provide you with transcriptions and translations accordingly.



B. USER MANUAL

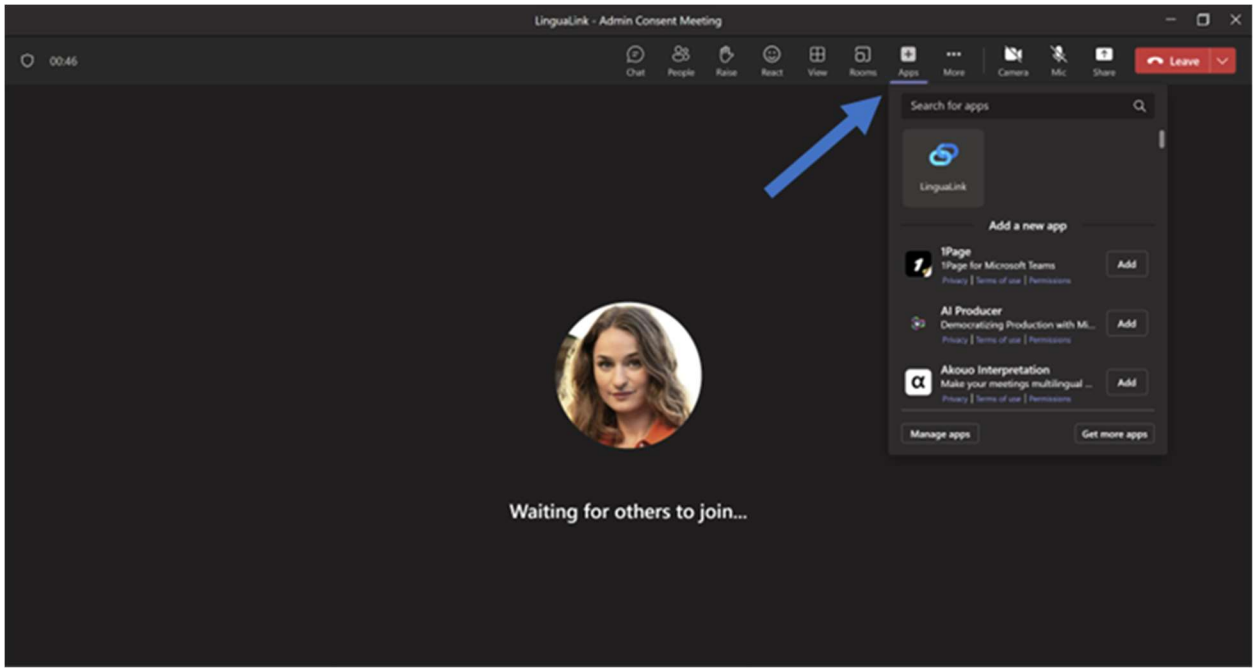
Before proceeding make sure that your organization has already installed LinguaLink app on Microsoft Teams and has already given all necessary access rights.

You may join different meetings at the same time, by following the steps mentioned below.

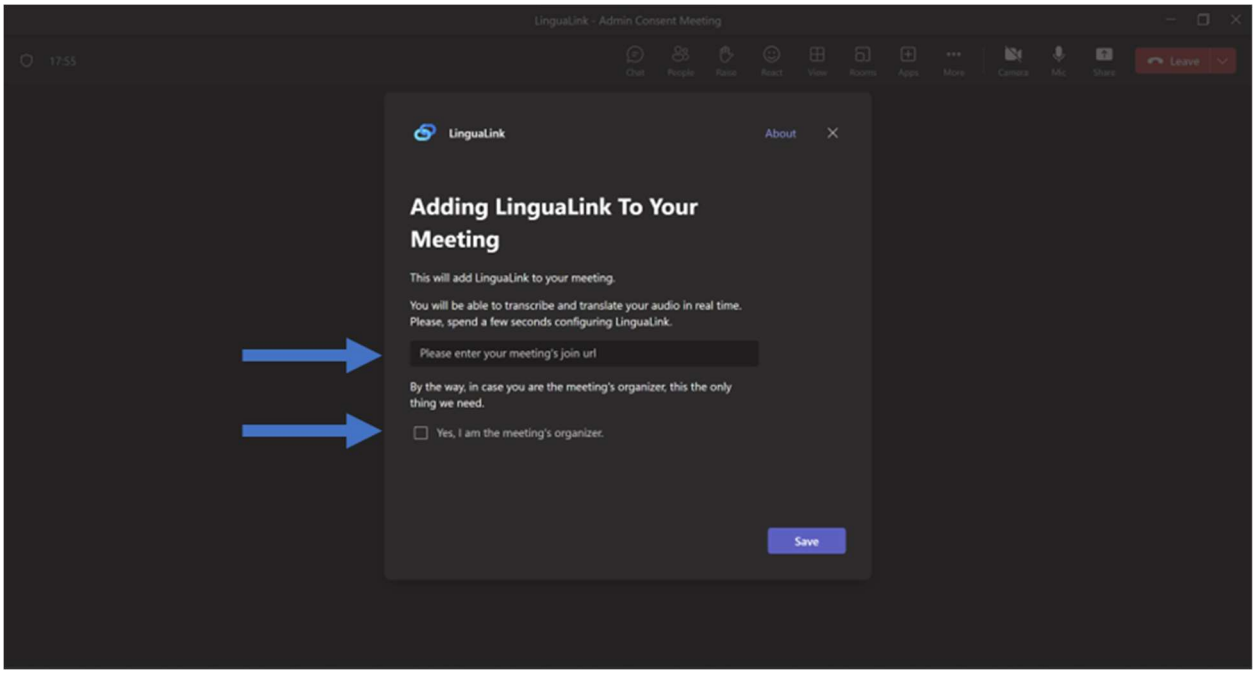
1. How to use LinguaLink in a Teams meeting

a. Add LinguaLink via Teams meeting.

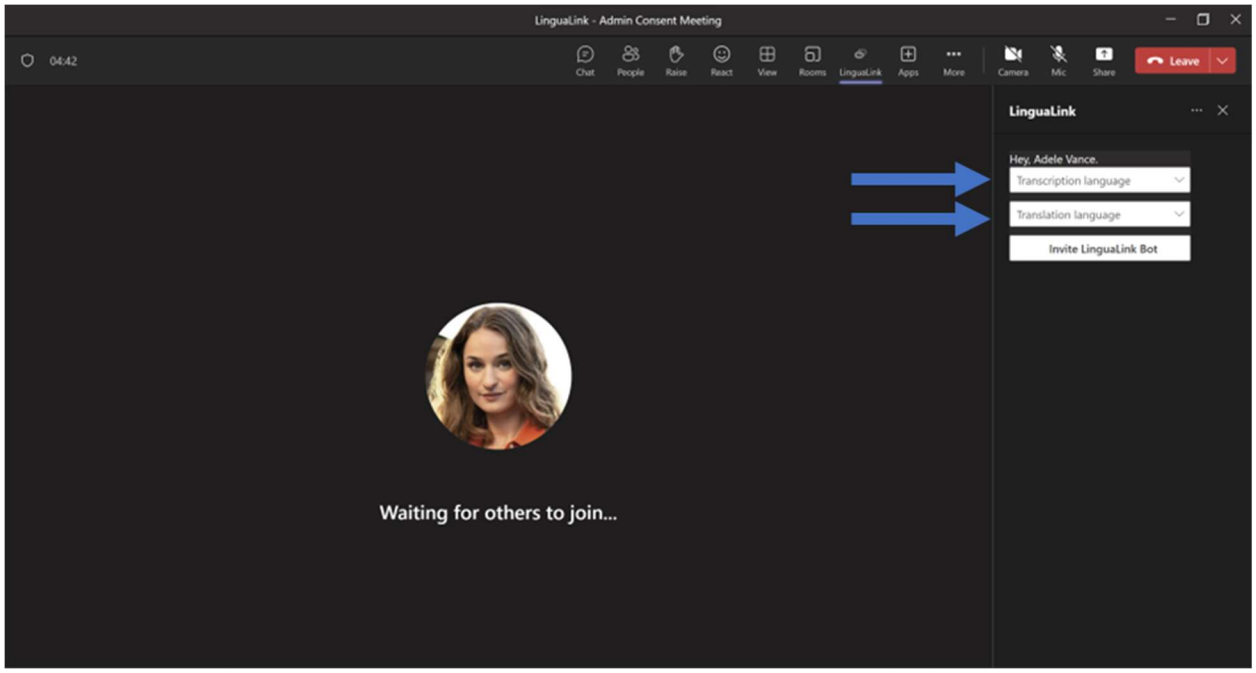
1. First create, or join an existing Teams meeting, and add LinguaLink to it, by selecting Apps and then searching for LinguaLink.



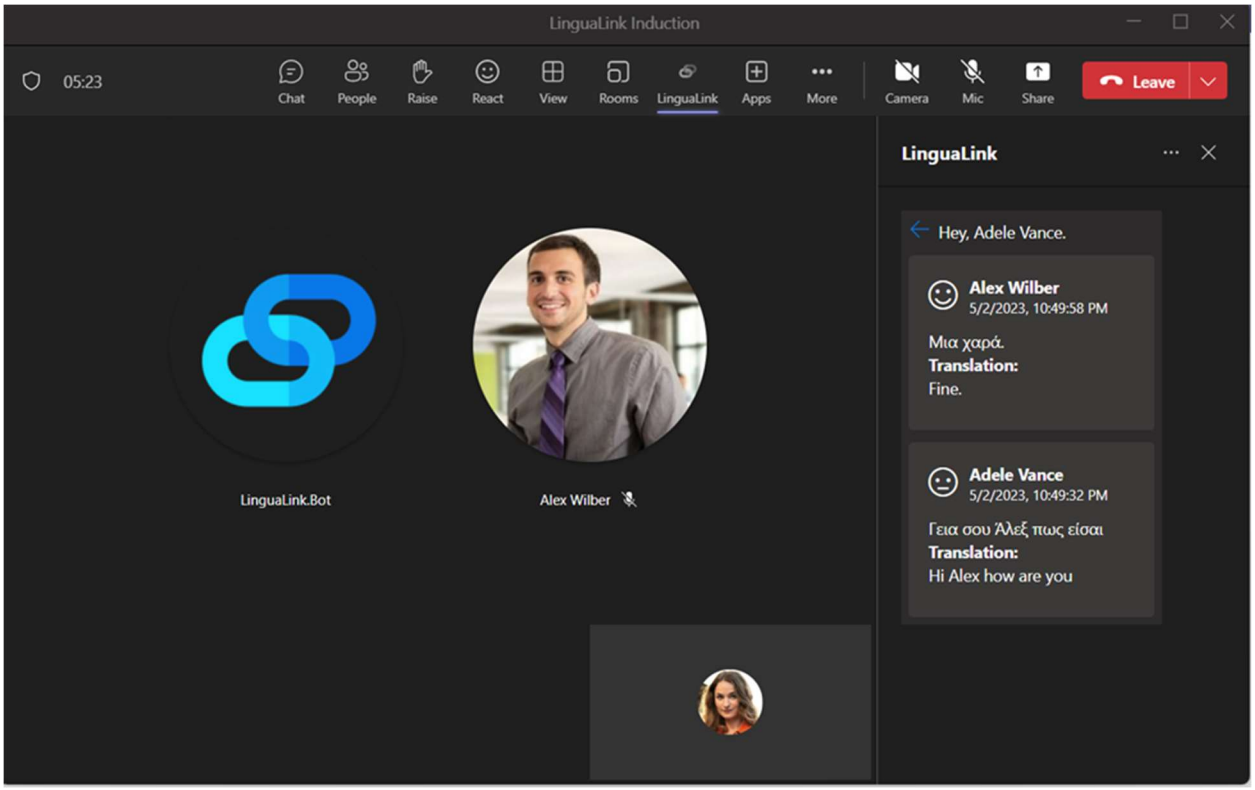
2. Follow the wizard to configure LinguaLink, by either entering the meeting join url or in case you are the meeting's organizer, by selecting "I am the meeting's organizer".



3. This will add LinguaLink bot to your meeting, and now you can select the languages that will be transcribed and translated. Then click on “Invite LinguaLink Bot”.

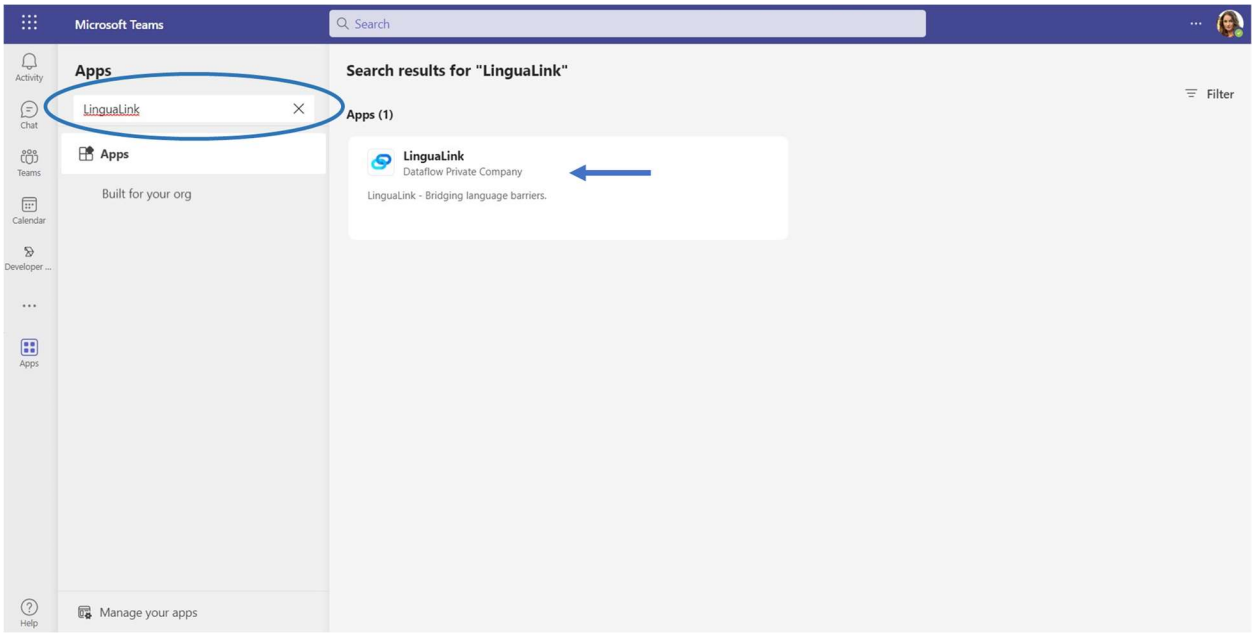


4. Now you are ready to go and LinguaLink will transcribe and translate the meeting.

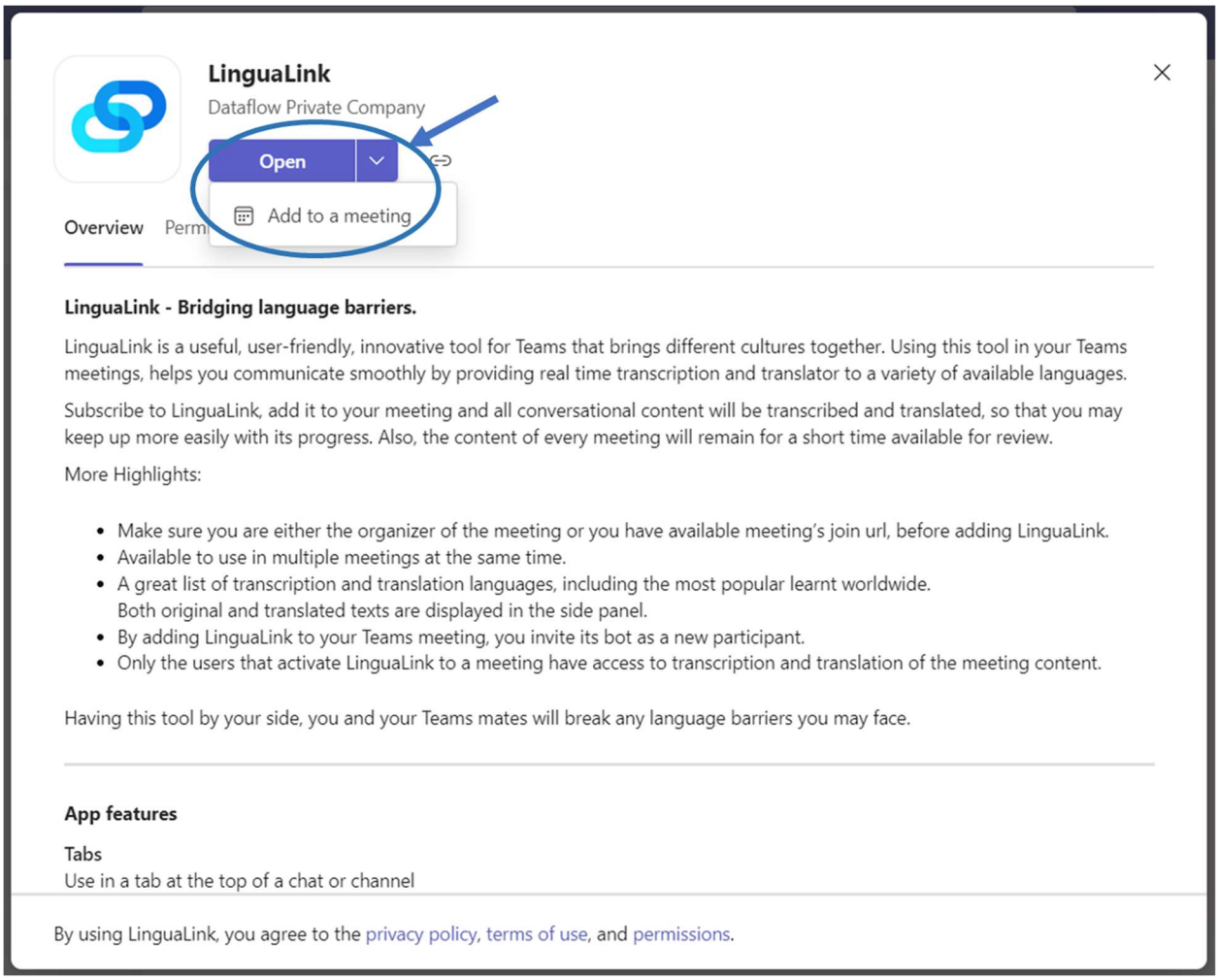


b. Add LinguaLink on a Teams meeting via Teams App Gallery

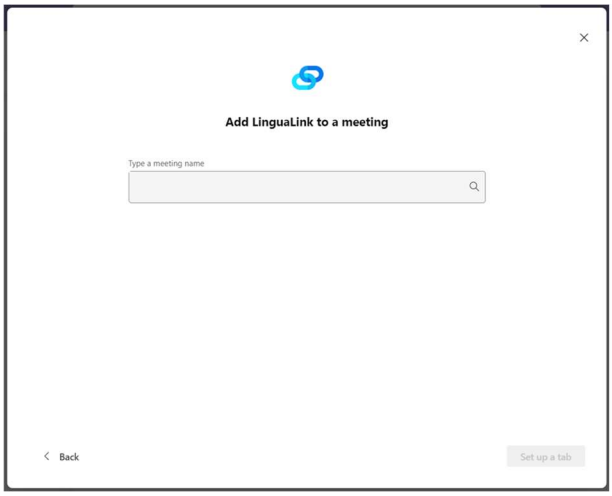
1. Select Apps on Teams side bar and search for LinguaLink on Teams App Gallery and choose the application button.

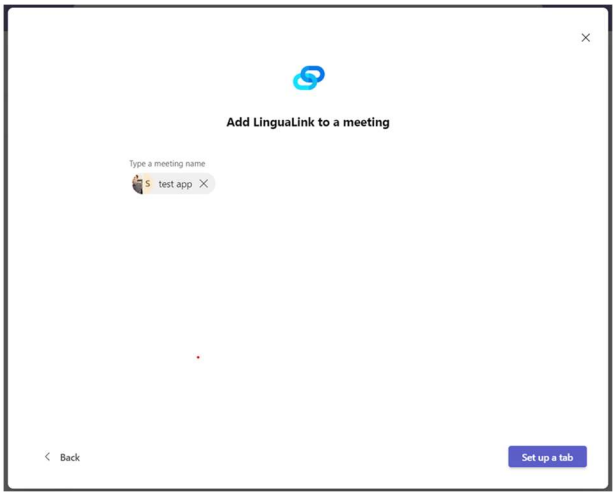


2. Then, click on the dropdown list and select “Add to a meeting” to add LinguaLink in your meeting.



3. The next step is to find and select the meeting in which you want to add LinguaLink. Start typing meeting's name and as soon as you find it, select it and click on ''Set up a Tab''.





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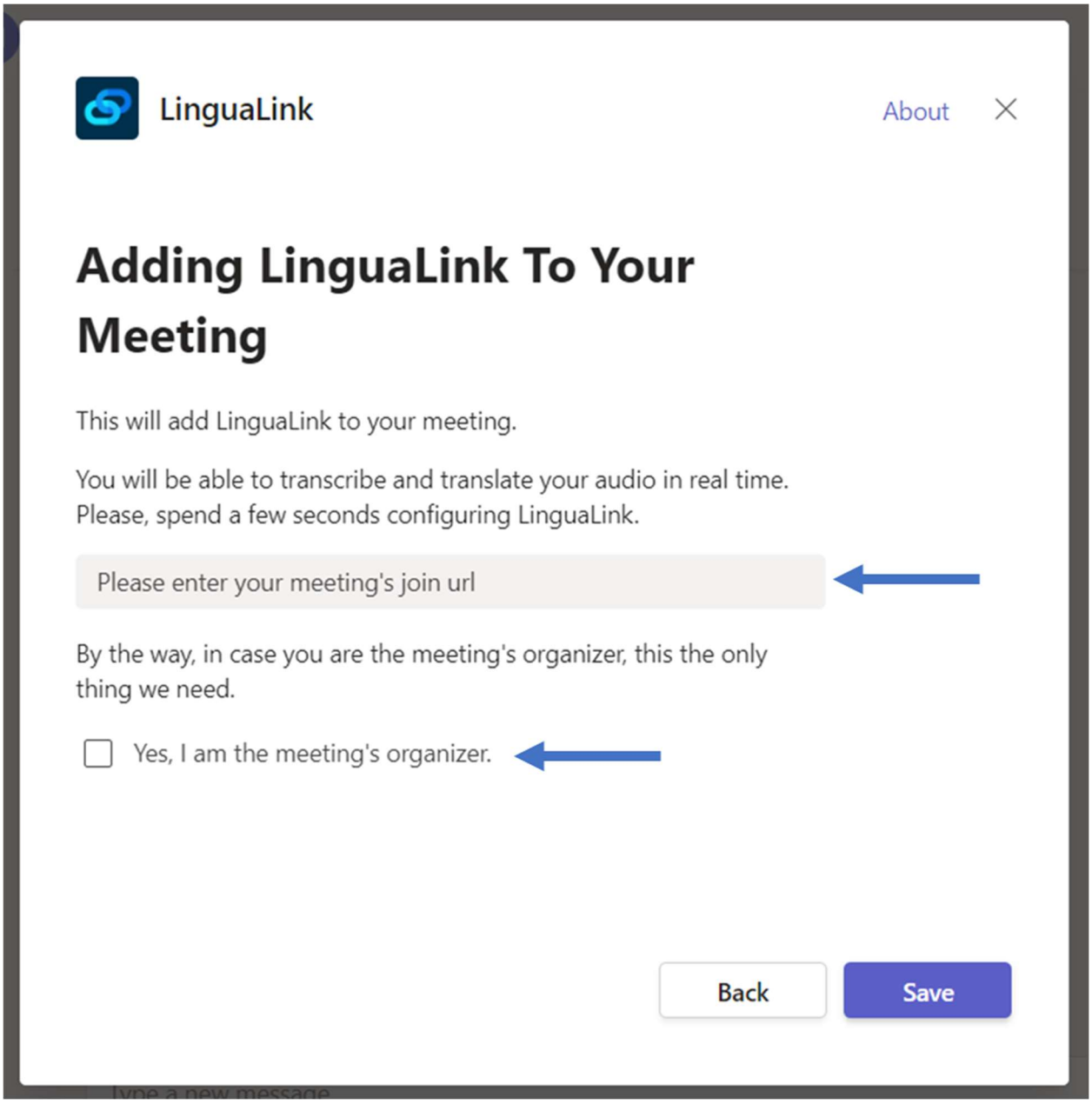
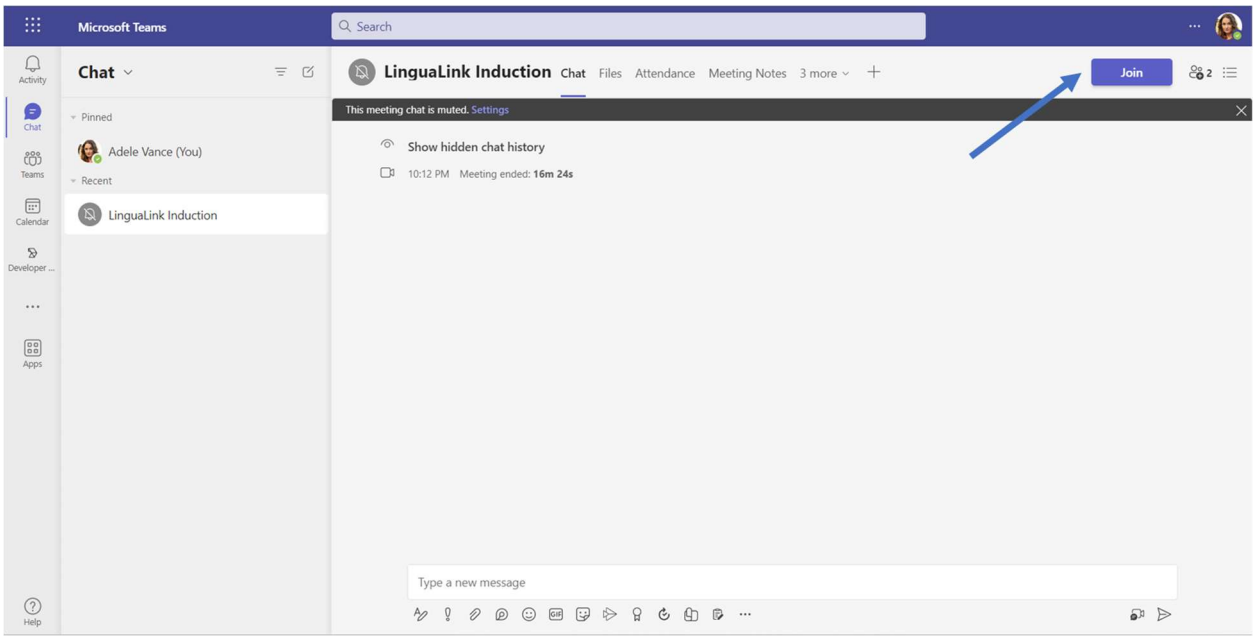
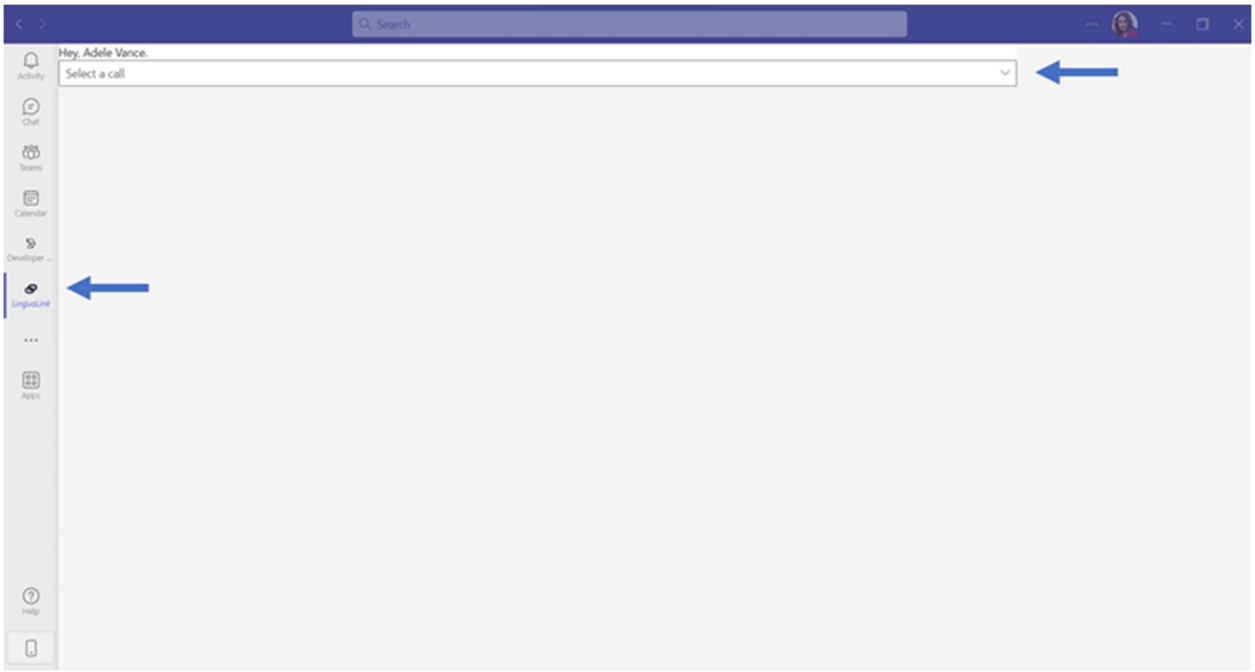


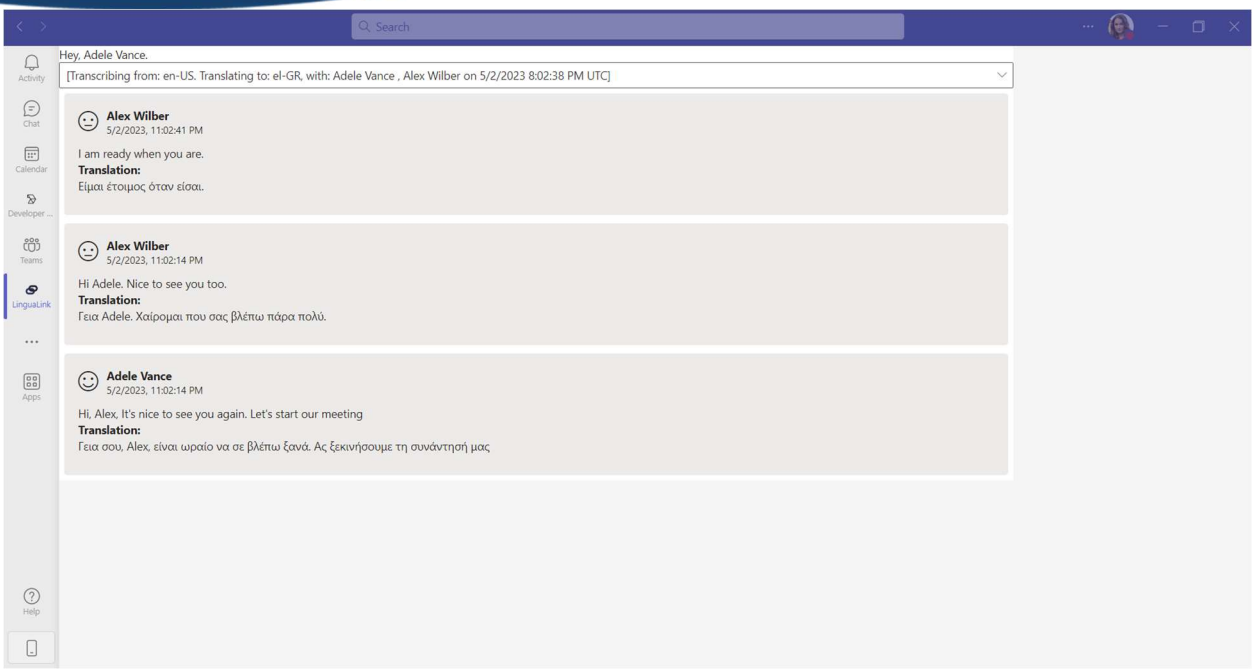
5. After doing this, you may choose “Join” and LinguaLink will be available on your meetings options.



2. LinguaLink Personal Tab

To see all your active, or recent, meetings' dialogues, select LinguaLink personal tab on Teams app side bar and then choose a call from the dropdown list. Selecting one call that is active, will automatically refresh the dialog contents with the live feed from the meeting.




Search
Activity
Chat
Calendar
Developer ...
Teams
LinguaLink
Apps
Help
Hey, Adele Vance.
[Transcribing from: en-US. Translating to: el-GR, with: Adele Vance , Alex Wilber on 5/2/2023 8:02:38 PM UTC]
Alex Wilber
5/2/2023, 11:02:41 PM
I am ready when you are.
Translation:
Είμαι έτοιμος όταν είσαι.
Alex Wilber
5/2/2023, 11:02:14 PM
Hi Adele. Nice to see you too.
Translation:
Γεια Adele. Χαίρομαι που σας βλέπω πάρα πολύ.
Adele Vance
5/2/2023, 11:02:14 PM
Hi, Alex, It's nice to see you again. Let's start our meeting
Translation:
Γεια σου, Alex, είναι ωραίο να σε βλέπω ξανά. Ας ξεκινήσουμε τη συνάντησή μας