

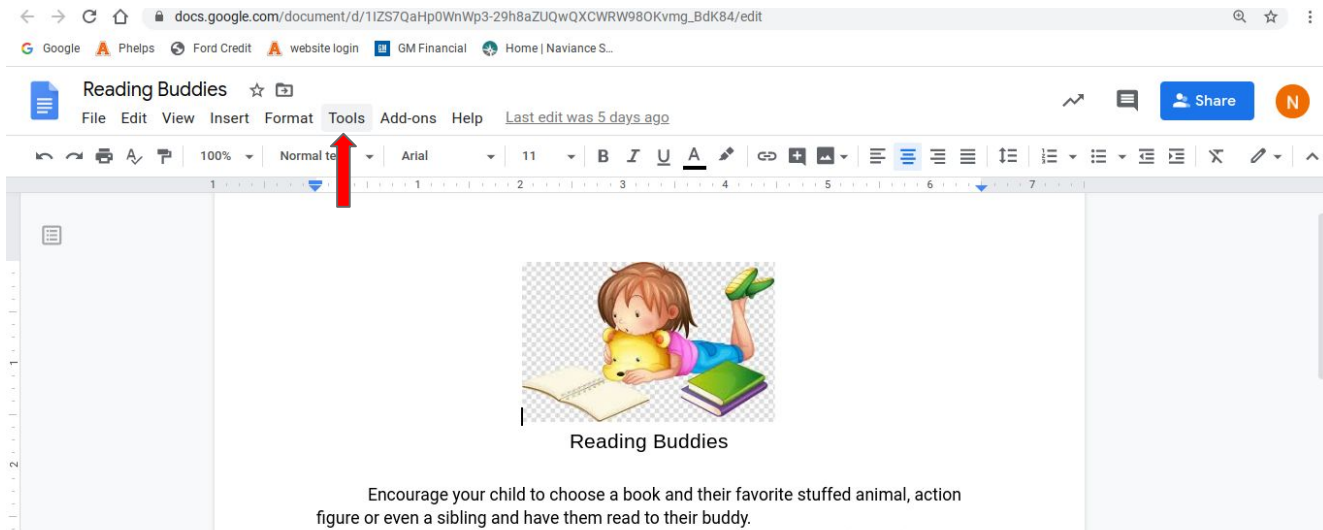
How to Translate Information in Google Classroom

Learn easy steps to convert classroom documents into
different languages

There are two ways to convert languages in Google Suite

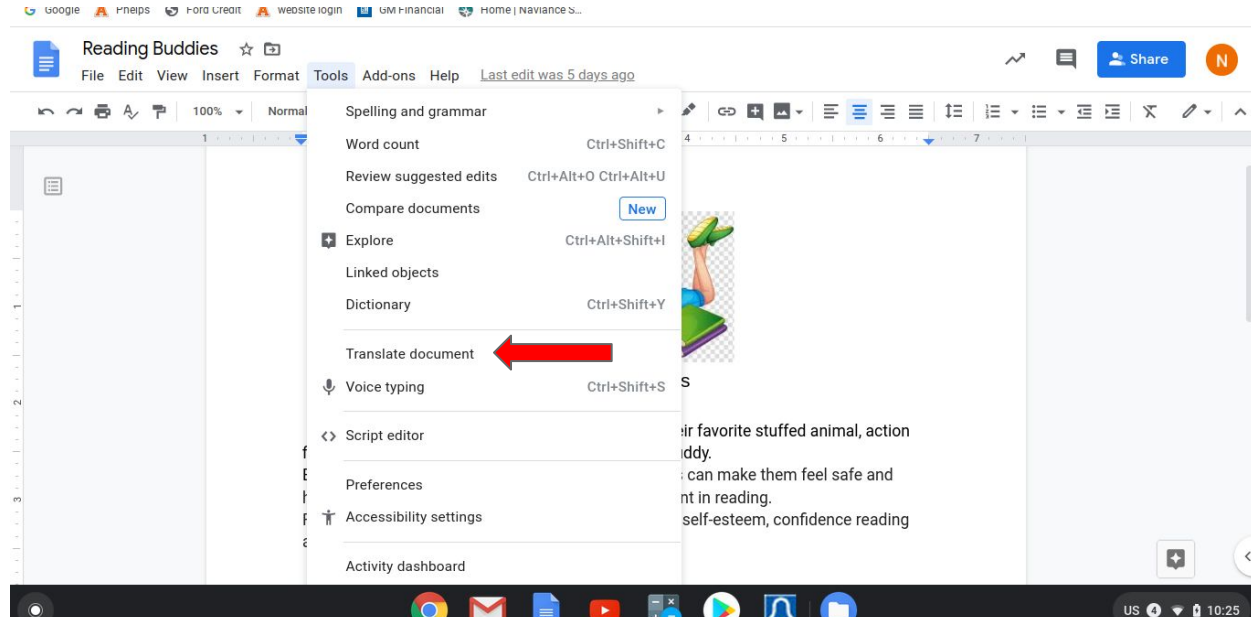
The easiest way to convert text:

1. Open the document you would like to translate.
2. Click Tools.



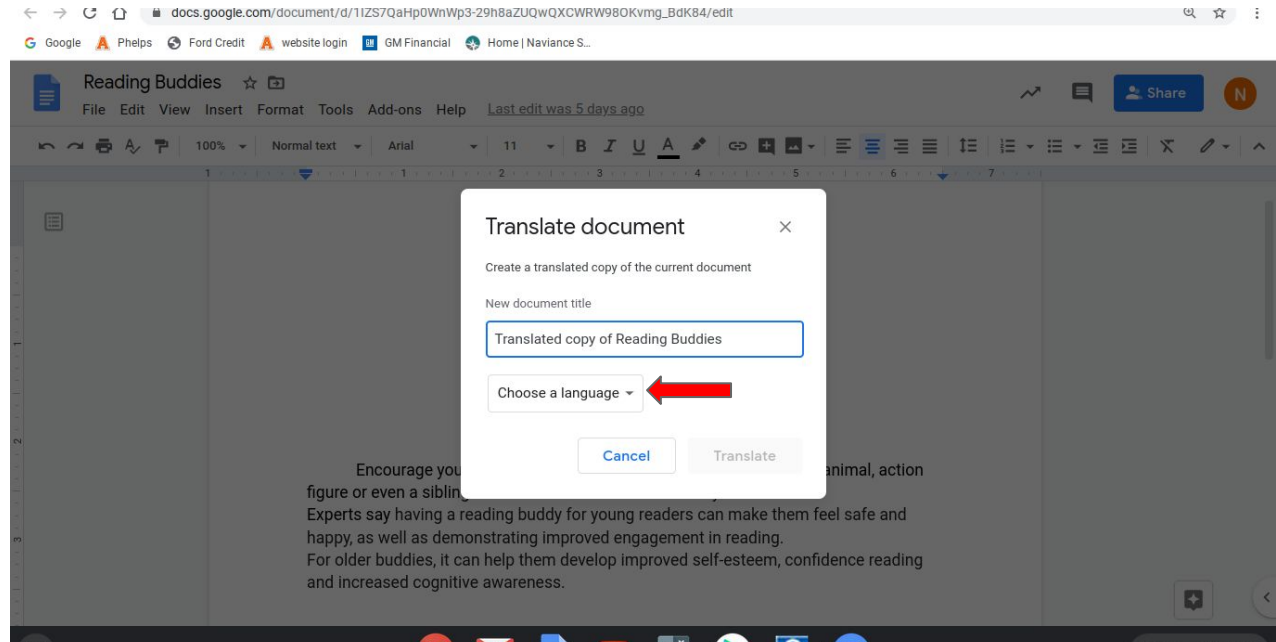
The screenshot shows a Google Docs interface for a document titled "Reading Buddies". The browser address bar shows the document URL. The document's menu bar includes "File", "Edit", "View", "Insert", "Format", "Tools", "Add-ons", and "Help". The "Tools" menu is highlighted with a red arrow. The document content features an illustration of a child reading a book with a stuffed animal, and the text "Reading Buddies" below it. At the bottom of the page, there is a paragraph of text: "Encourage your child to choose a book and their favorite stuffed animal, action figure or even a sibling and have them read to their buddy."

3. Choose Translate document



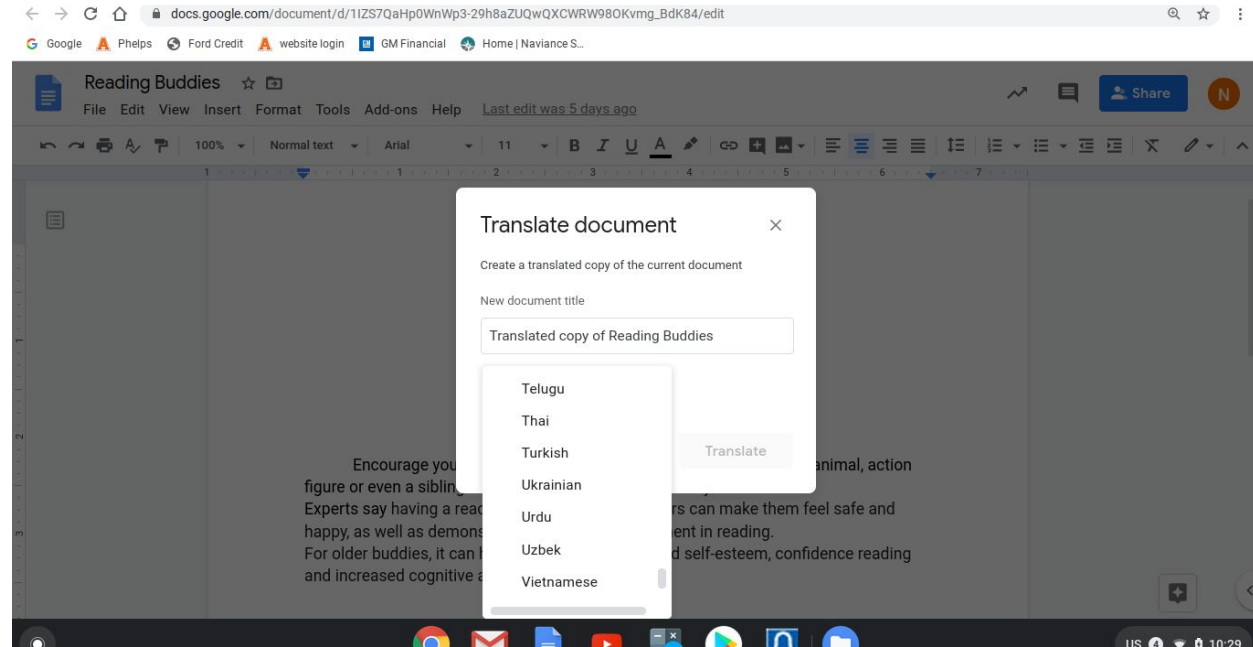
4. Click Choose a language

A list of languages will drop down.



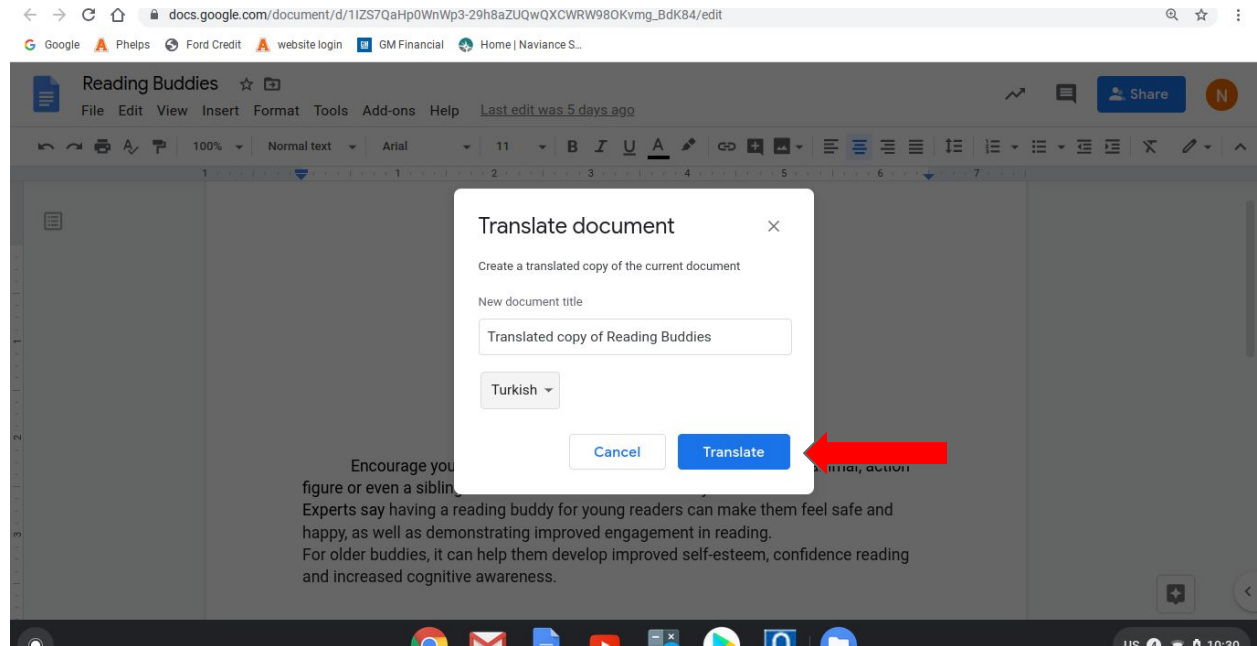
5. Choose the language you need from the list.

Ex: Turkish



6. Click Translate

A document will open in a new tab with the translated text.




Finished translated document

Translated copy of Reading Buddies ☆

File Edit View Insert Format Tools Add-ons Help Last edit was seconds ago

100% Normal text Arial 11 B I U A



Arkadaşları Okuma

Çocuğunuzu bir kitap ve en sevdiği doldurulmuş hayvan, aksiyon figürü ve hatta bir kardeş seçmeye ve arkadaşlarına okumasını teşvik edin. Uzmanlarsöylüyor, genç okuyucular için bir okuma arkadaşına sahip olmanın kendilerini güvende ve mutlu hissetmenin yanı sıra okumaya daha iyi katılım gösterebileceğini. Daha yaşlı arkadaşlar için, gelişmiş benlik saygısı, güven okuması ve artan bilişsel farkındalık geliştirmelerine yardımcı olabilir.

US 10:31

Second way to Translate documents

1. Go to Google Suite, open Google Translate
2. Copy all text from document.
3. Paste in Google translate (English) and choose translated language on opposite side.