



## Enabling live PowerPoint slide translation and automatic translated captions

If you are presenting a PowerPoint in Microsoft Teams, attendees can enable automatic translation of written slide content in a number of languages. They can also enable a live translation for anything you say.

To enable these features:

- 1. Log-in to Microsoft 365 (accessible with MWS).
- 2. Upload your presentation to PowerPoint Online.
- 3. Within your Teams meeting, share your PowerPoint Live presentation from the 'share' options.

Remember to share the PowerPoint itself, not your screen.



4. Attendees can now select the written language they see from the presentation tool bar in the bottom left of the presentation screen. High contrast slides can be turned on here for further accessibility.



5. Attendees can also select the automatically translated caption language when live captions are turned on from the meeting settings. This will present captions in a chosen language automatically, as the presenter speaks in another language.







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