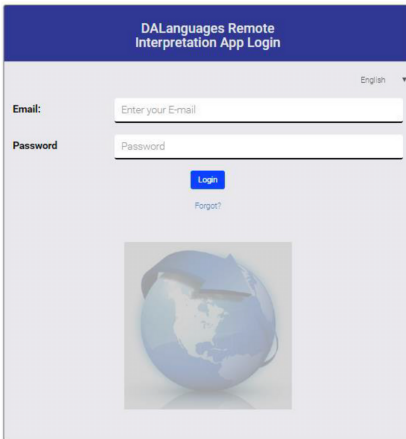


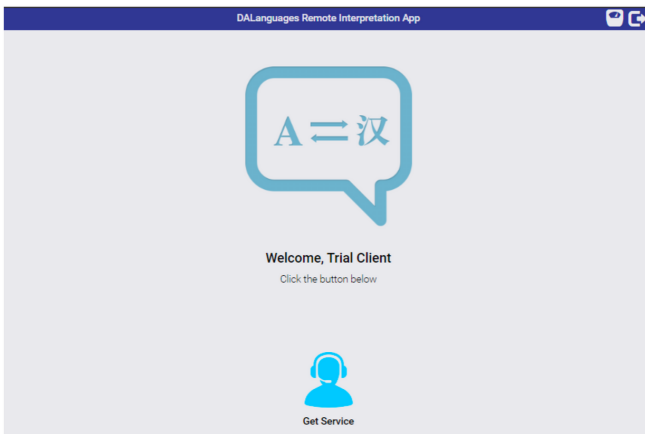
# Video Interpreting: how to log in from a PC or Laptop

1 Open Google Chrome browser and go to:  
<https://www.weyivideo.com/client/Login.aspx?Company=dalanguages>

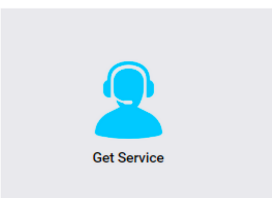
2 Log in with your unique username and password (This will be provided by your DA account manager)



3 Once you have logged in you will be presented with the following home screen



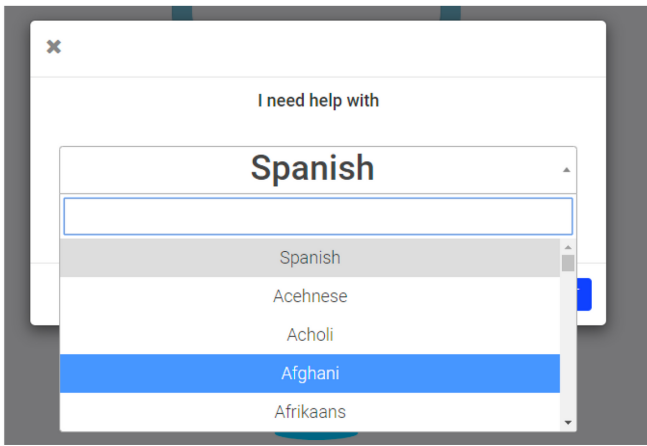
4 To start a video remote interpreting session, click on Get Service



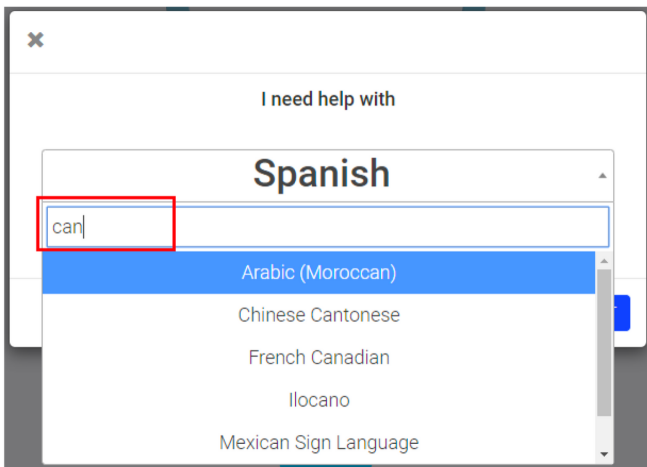
To upload the document to translate, click on the “**Add another source file**” button. Then, just drag and drop your file into the box to attach it.

6 Once the information in the booking form is complete and the file is uploaded, click the green ‘Save’

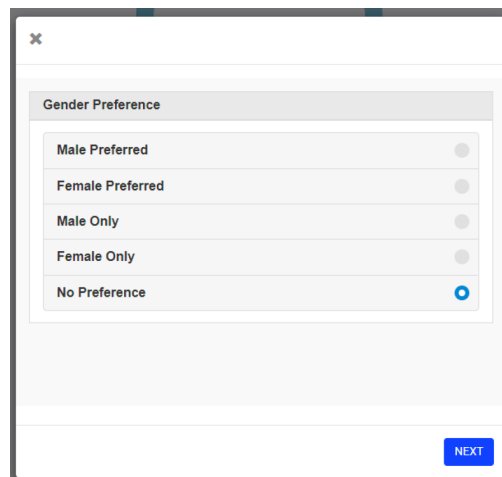
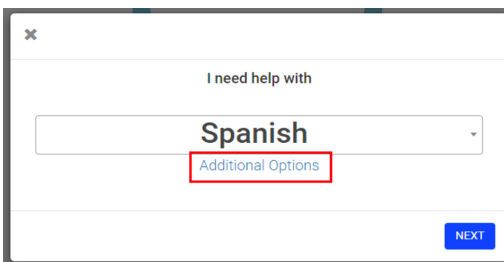
5 Select the language you require help with from the drop-down list



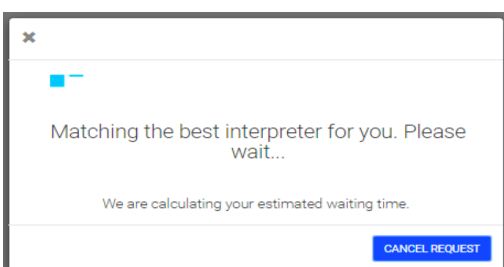
You can also type in the language you require help with, and the application will return results



6 If you require a specific gender for your appointment, click on Additional Options. By default, **No Preference** is selected, choose the appropriate action and then click on **Next**

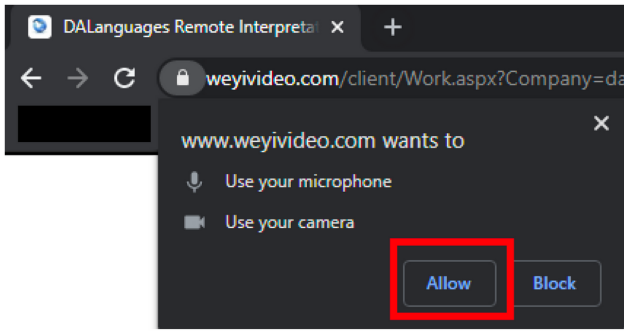


7 The system will now search for an appropriate linguist. If you would like to cancel the call, click on **Cancel Request**.



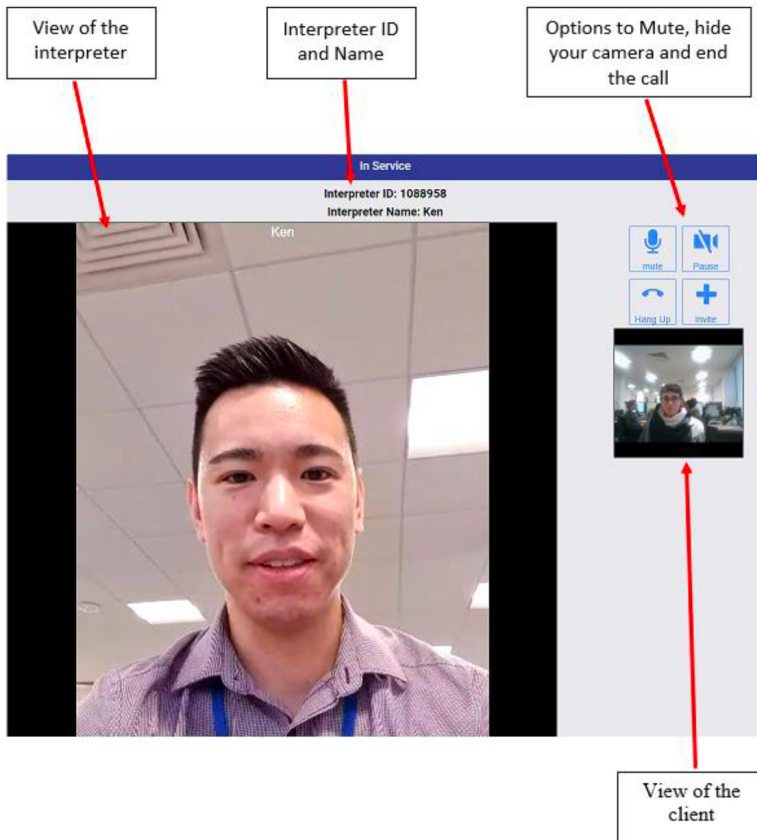
8

If it is the first time you are connecting, you may see a prompt asking you permit access to your microphone and camera. Click on **Allow** to continue.



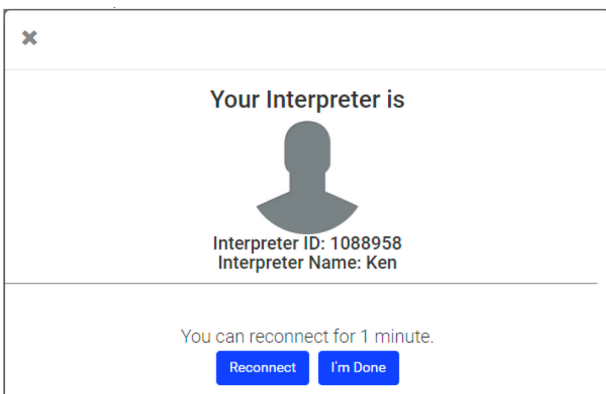
9

When the call is connected to the interpreter you will see the following:




10

Once the session is over and you end the call or if the call is ended accidentally, you will 1-minute period to re-connect to the same interpreter. Click on **Reconnect** to connect back to the interpreter or click on **I'm Done** to continue.



11

Feel free to leave some feedback for the service and click on **Next** to continue. This will take you back to the home screen.

RATE PERFORMANCE 

Voice Quality  
★★★★★ 5

---

Service Quality  
★★★★★ 5

---

Feed Back:

**NEXT**