

Using Browser Translators to View Family Access Reports

This example is using Google Translator.



Translating Family Access is Now Easier

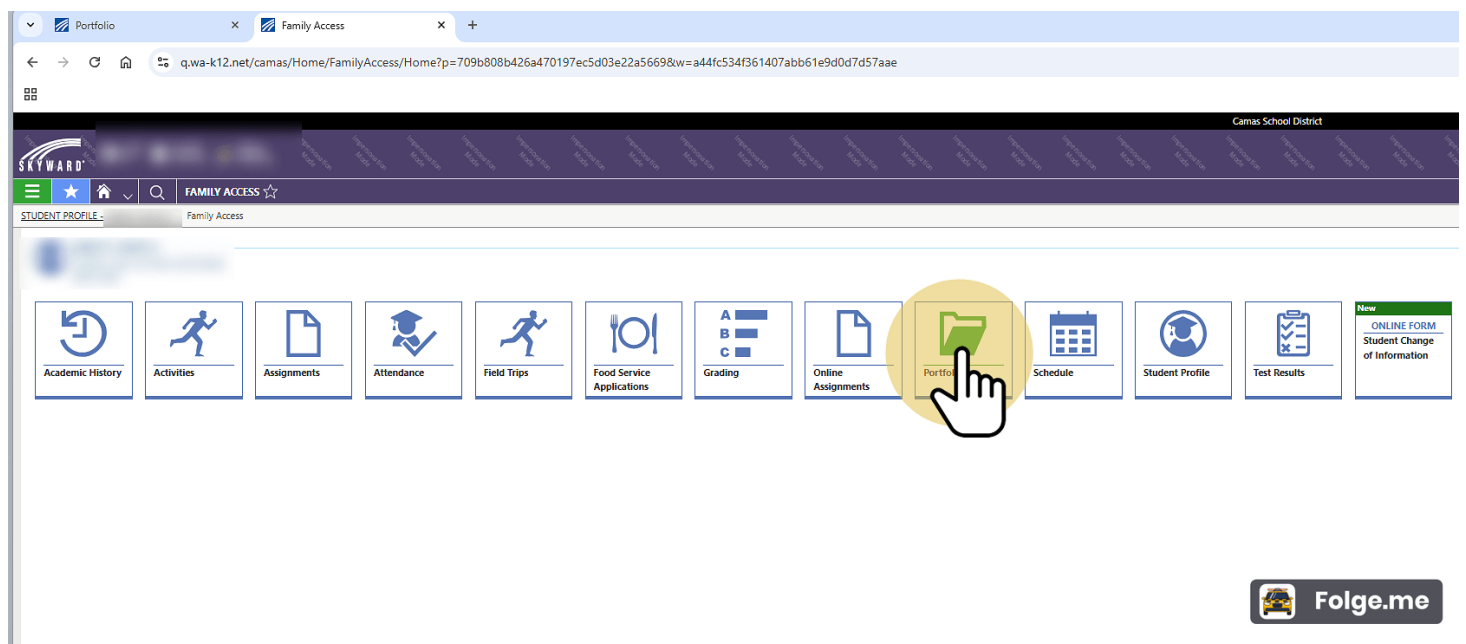
In a new update to Family Access, new documents posted in Family Access can be translated with browser translators like Google Translate!

1 Click "Portfolio"



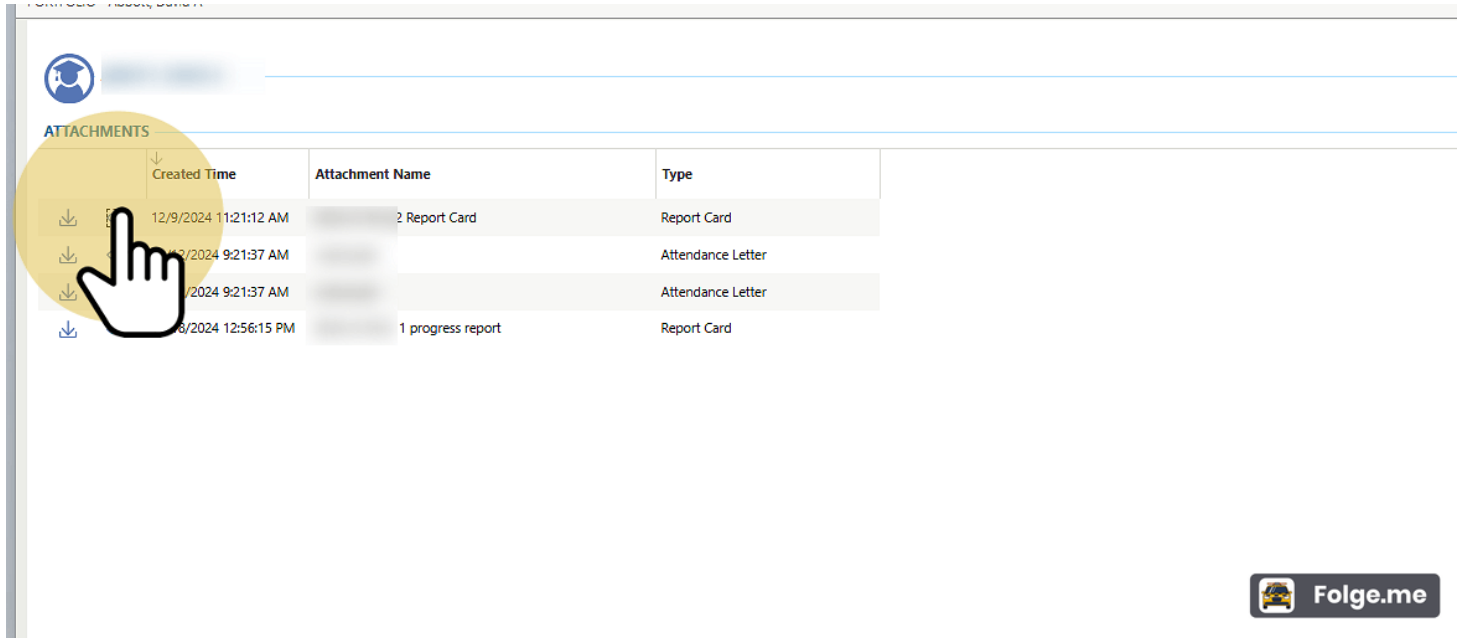
Report Cards and Attendance Letters can be found in your student's Portfolio in Family Access

Click your student's "Portfolio" tile in Family Access.



2 Click the "eye" Icon in Attachments

Only new attachments will have the "eye" icon as this is a new feature in Skyward.



The screenshot shows the Skyward interface with a user profile at the top. Below is the "ATTACHMENTS" section, which contains a table with the following data:

Created Time	Attachment Name	Type
12/9/2024 11:21:12 AM	2 Report Card	Report Card
11/12/2024 9:21:37 AM	[Redacted]	Attendance Letter
11/12/2024 9:21:37 AM	[Redacted]	Attendance Letter
11/8/2024 12:56:15 PM	1 progress report	Report Card

A hand icon is pointing to the download icon (a downward arrow) in the first row of the table. A "Folge.me" logo is visible in the bottom right corner of the screenshot.

3 Click on the "eye"

Clicking this "eye" icon opens the report in an HTML file that can be translated in the browser. Only current files with the "eye" icon can be translated.

Created Time	Attachment Name
12/9/2024 11:21:12 AM	2024-25 Term2 Report Card
11/12/2024 9:21:37 AM	[Redacted]
11/12/2024 9:21:37 AM	[Redacted]

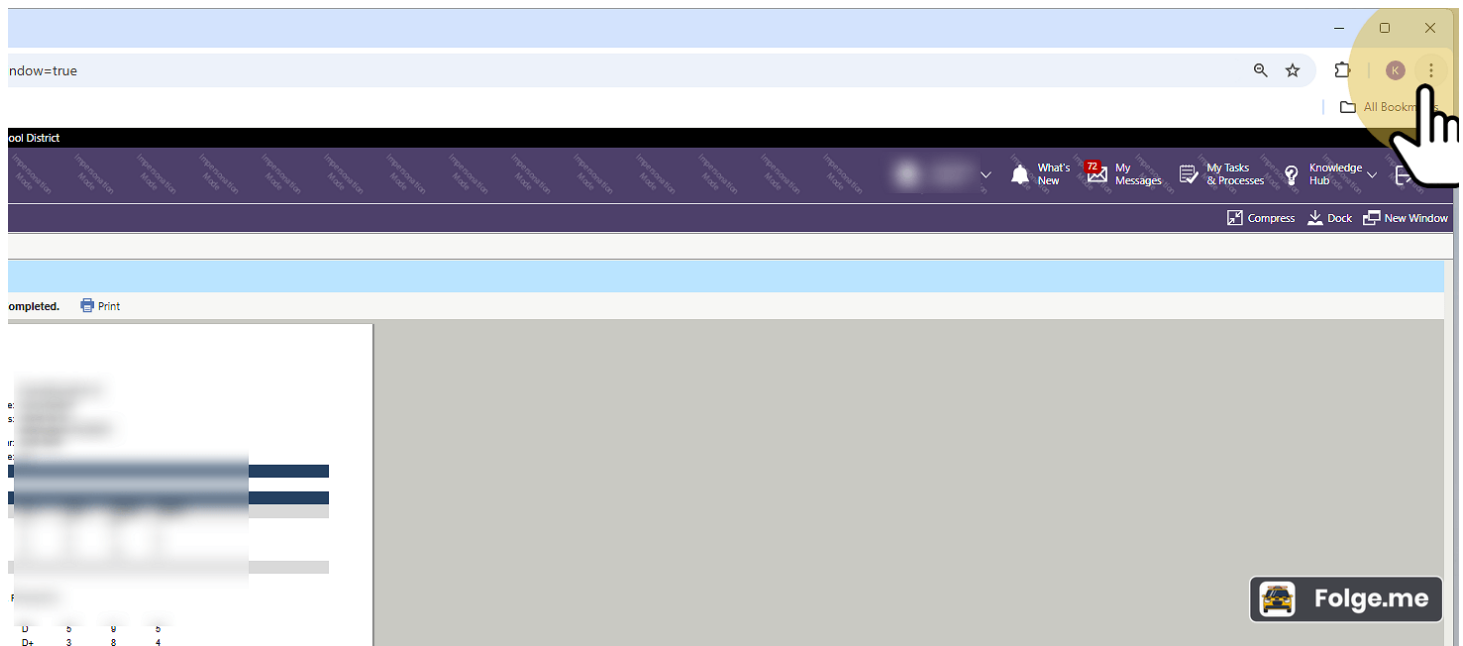
The table shows three rows of attachment data. Each row has a download icon (downward arrow) and an eye icon to its left. A mouse cursor is pointing at the eye icon in the first row. A "Folge.me" logo is visible in the bottom right corner of the table area.

4 Use Your Browser to Translate

Using the three dots in the upper right corner in Google, click on "Translate...."

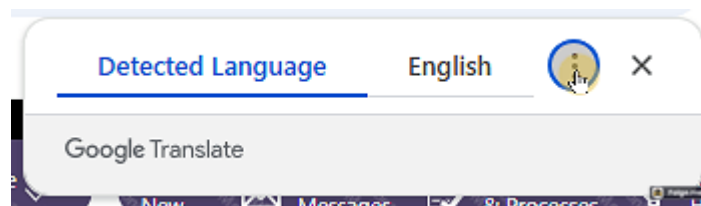


This example is using Google

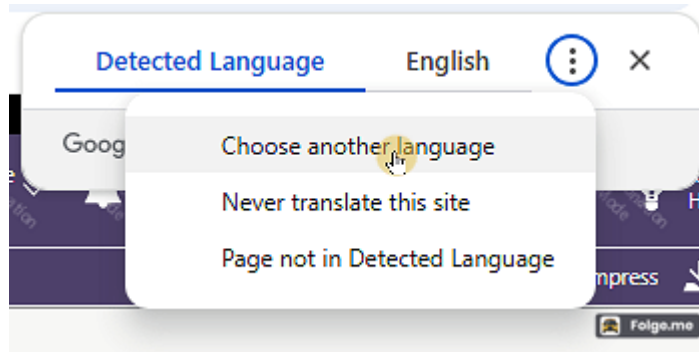


5 Choose the Three Dots

Click the three dots in the Google Translate to change to a different language



6 Click "Choose another language"



7 Choose a Language

From the drop-down arrow, you can choose another language

