DOZUKI

How to Change the Language of a Guide

This guide demonstrates how to change the language of a guide page.

Written By: Dozuki System



INTRODUCTION

This guide demonstrates how to change the language of a guide page.

Requirements

You must have <u>Translation features</u> activated on your site to perform this function.

You must also be have site Administrator user privileges in order to change the Language ID of a guide.

Why is this important?

If you have <u>Translation features</u> activated on your site, you can create guides in multiple languages. Each guide created will then have a Language ID, which will match the language that the author was viewing the site in when they created the guide.

It is important that the Language ID of the guide matches the actual language of the written text of the guide. This ensures that your users are not confused by mis-matched language and text.

The Language ID is be noted in the corner of the guide thumbnail on that guide's category page. Your users will be able to browse your site in the language of their choosing, and guides with that Language ID will display in the category.

Step 1 — Edit Guide

HANSAW Q Guides Answers Courses	• 2	Carl 🗸			
Character Training - Machinist	ons ‡				
How to Calibrate WIPS					
Written By: Dozuki System (and 2 other contributors)					
Guide ID: 15 🛛 🖓 Comments: 0 🔗 Favorites: 0					
Difficulty	derate				
:= Steps	23				
() Time Required Suggest a time	ne ??				
Sections 2	*				
Flags C	×				

- Access the guide you want to change and click on the Edit button in the subheader.
 - NOTE: You will need to be viewing the site in the language matching the guide's current Language ID in order to edit the guide.

Step 2 — Select a Language

ction Z @ T ~ C D C make sure you have the following PPE: loves telmet	10 11 11 10 10 Author Edit 10 10 10 10 O Dozuki System Edit 0 <th>Editing Introduction Guide Steps »</th> <th>On Off Tags Add Tag Add Language This guide is written in English Change to: Select a language \$</th>	Editing Introduction Guide Steps »	On Off Tags Add Tag Add Language This guide is written in English Change to: Select a language \$
Int ye Protection porting Documents plagram =50% tt=30%cccc ID Location Dept	On Off Tags Add Tag Language This guide is written in English Change to:		essina Dansk ελληνικά Español Français Hebrew
	Select a language 💌		ाहन्दा Indonesia

- (i) The edit page will default to the **Introduction** tab.
- Scroll down to the bottom of the page to locate the **Language** section.
- Click on the **Select a Language** button, and select the language you want to assign to the guide from the drop-down menu.

Step 3 — Confirm Language Switch

	×
Confirm Languag	ge Switch
io Switching the language of this guide may be an	irreversible change. Are you sure? /e
vi Vi	Switch It
4	
	S Public S Private
Save	Data Capture
Editing Introduction Guide Steps » On Off	
	Tags

• Confirm the language switch by clicking on the **Switch It** button in the confirmation window.

Step 4 — Verify the Language Change

	Privacy Public Private
Language changed successfully.	Data Capture On Off
	Tags Add Tag Add
	Language This guide is written in Español
	Change to: Select a language 💌

- ② You should see a pop-up window displaying Language changed successfully, and the page will refresh.
- The change can be seen in Edit View under the Language section.
 - (i) This example is in Spanish.

Step 5



- The new guide language will also display on the guide thumbnail whenever the base language of the guide differs from the selected site language.
- If you select the guide's new language from the site language menu at the top of the page, the guide thumbnail will no longer show the language ID.