

Wordly User Guide

This year, we're piloting a new captioning and interpretation system called Wordly! The primary language of the conference is English, however throughout the conference, presenters may choose to give their presentation or portions of their presentation in another language. We encourage you to have Wordly open to ensure that you don't miss a thing. When selecting a provider for captioning and translation, we prioritized access to multiple languages and maximizing availability of this service. We know not all captioning or interpretation will be 100% accurate, so we appreciate your patience and understanding as we work to improve the accessibility of our meeting.

If you have any questions about using Wordly or if you encounter any issues using Wordly, please let us know, either in person at the Registration Desk or via email at meetings@culturalheritage.org.

- [Using Wordly In-Person](#)
- [Using Wordly Online](#)

Using Wordly In-person

You'll need to use your own device to access Wordly. Wordly will work on phones, tablets, and laptops. You can find a quick video demonstrating how Wordly works at in-person events [here](#). We recommend using the Wordly app, but you can also use the browser on your phone or other device. As a note, only sessions that are being recorded will have Wordly enabled.

Download the App

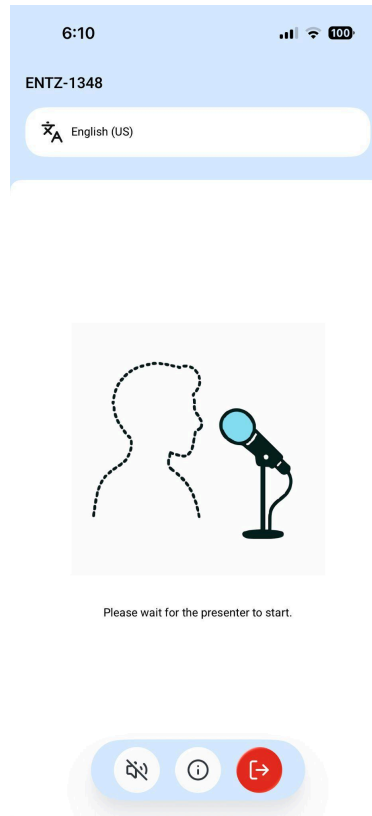
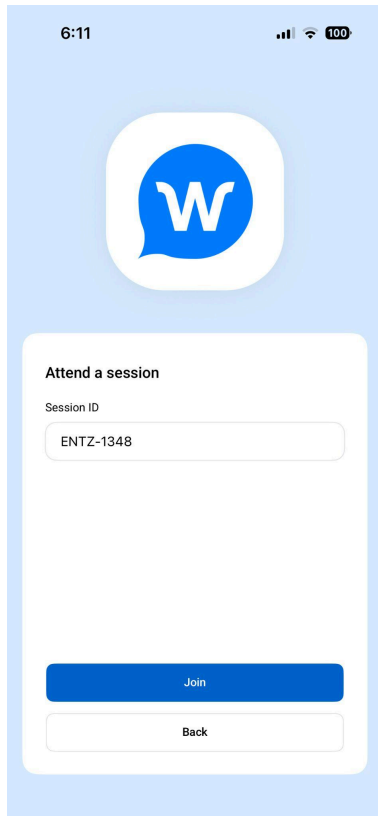
You can find the Wordly app on both the [Apple Store](#) and [Google Play Store](#). We recommend downloading it in advance of traveling to the meeting.

Find Your Session Link

A sign with a QR code and link to access Wordly will be posted outside each session. Each link is unique to that room. When you enter or switch rooms, scan the link on your way in to get the captioning and interpretation for that room. The links will also update each day, so make sure you're using the link from that day. You can also find the link for the session you're in at the bottom of the session description in the [online program!](#)

Using Wordly

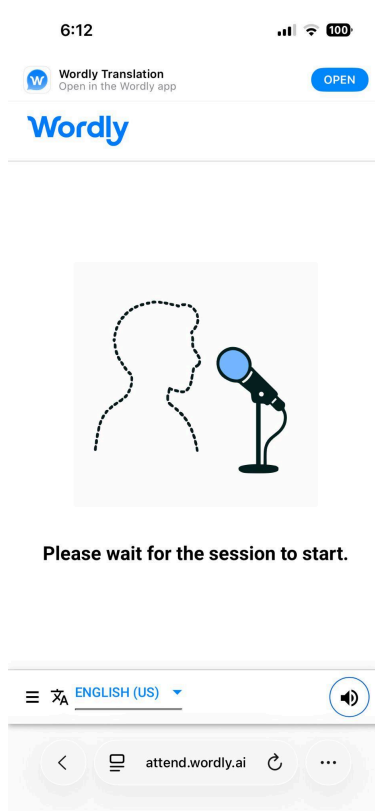
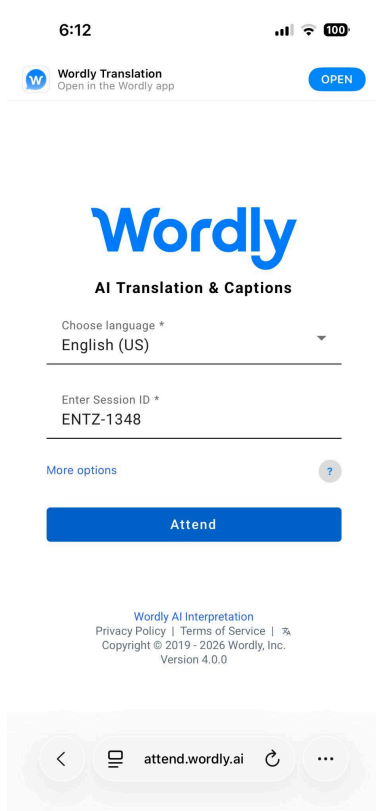
While things will look a little different to you depending on whether you're using the Wordly app or looking at Wordly in a browser window, it's very intuitive to use!



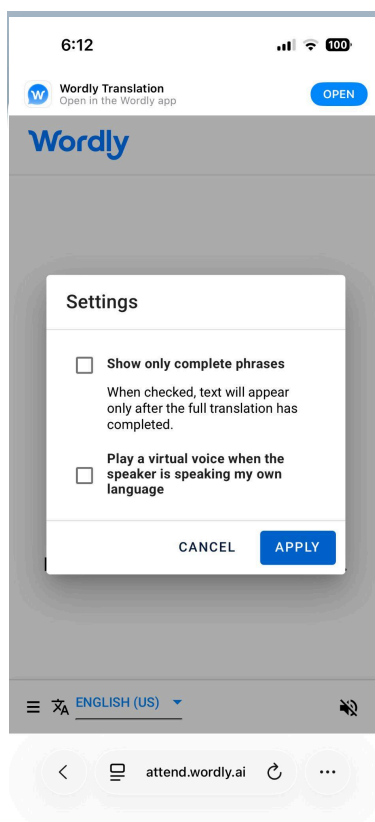
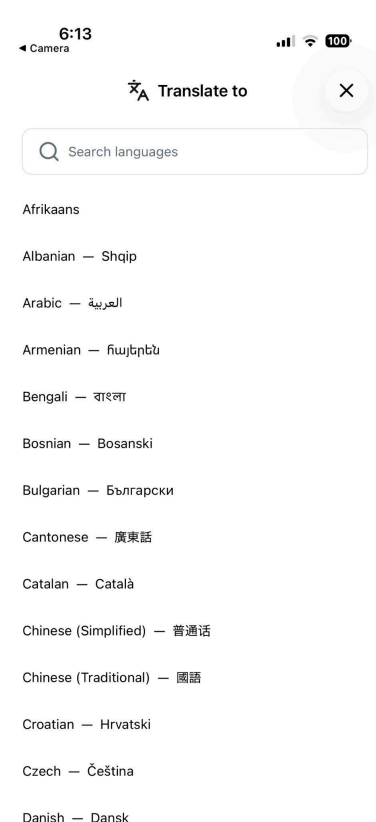
If you use the QR code and have the app downloaded, you'll get a screen like this: Select "Join." Once you enter the session, you'll see the language menu at top, currently set to English. If you need captioning, you're all set! If you click this top drop down, you'll see the full list of available languages for interpretation.

You'll also see a microphone button, which will be automatically set on mute. This feature allows you to have the interpretation spoken aloud to you. Please only use this feature if you have headphones!

You can also set the captioning/interpretation to only update as complete phrases.



Here you can see what Wordly looks like on a mobile device in a browser window. You have the same options, they might just not be in the same places or labeled exactly the same way.



Charging and Power Banks

We also know that many people may have more power needs than usual to run devices. We recommend leaving for the day with fully charged devices and considering bringing your own power bank if you already have one, along with any charging cables you need. If you don't have one or don't want to pack one, there are [power banks that can be freely borrowed](#) at stations throughout the convention center. There are also outlets all throughout the 517 foyer area by registration.

Using Wordly Online

If you're joining the meeting virtually, you'll have access to Wordly in all of the sessions. You will need to run Wordly separately from the streaming platform. You can choose to run Wordly in a different browser window on the same device you're watching on or use a separate device, whichever is most convenient for you.

Find Your Session Link

The virtual moderator will share the link to your Wordly session in the chat of the session you're in. You can also always find the link for the session you're in at the bottom of the session description in the [online program](#)! If you are switching between sessions, you will need to use a different Wordly link. The link will also update each day, so make sure you're using the link from that day as well.

Using Wordly

You can see what Wordly looks like on a mobile device in a browser window in the images below.

When you click the link to join or use the QR code, select "Attend." Once you enter the session, you'll see the language menu, currently set to English. If you need captioning, you're all set! Click this drop down menu to see the full list of available languages for interpretation.

You'll also see a microphone button, which will be automatically set on mute. This feature allows you to have the interpretation spoken aloud to you. We recommend muting the session audio if you have this feature enabled.

You can also set the captioning/interpretation to only update as complete phrases.

