
ONE-CONNECTION METHOD FOR HYBRID INTERPRETING

Step 1	Join with laptop device.
Step 2	Inform clerk that you will need to be assigned to Language channel first.
Step 3	Clerk assigns you as interpreter on Language channel.
Step 4	Clerk sets up TV to English language channel using the remote.
Step 5	Toggle to English language channel to test if you can be heard from TV speaker (consecutive).
Step 6	Clerk sets tablets on Language Channel.
Step 7	Toggle to Language Channel to test if you can be heard on headsets (simultaneous).

Remember:

- 1) Tablets must stay muted, or you will hear an echo.
- 2) If you are working in a team, use two devices, so that you can hear your partners rendition on the English Channel during consecutive.
- 3) If you **do not** use the one-connection and a partner **does** use the one-connection, set yourself on the English language channel to hear the consecutive rendition of your partner.
- 4) If English speakers are also appearing virtually, ask them to choose the English Channel.
- 5) If LEP is appearing remotely, and another LEP is on-site using the tablet, use your normal method to connect. TV set up is not needed.
- 6) Some vicinages omit the remote step, so you will still need to use your preferred method. Please ask the VCIS how they have trained court staff.
- 7) If all is set up correctly, and English Channel does not work, use a preferred method as back-up.

Important: For possible Appeals purposes, all colloquies between an English speaker and a limited English proficient speaker must be interpreted fully in consecutive mode, never in simultaneous mode.