



# Multilingual User Guide

# LP+365

HELP GUIDE

VERSION 0.3

## 1. Overview

The LP+365 App now offers a multilingual interface in beta and allows users to switch between languages at any time. The Global Administrator can enable this feature and has control over which languages are available to users.

## 2. Enabling Multilingual

The Global Administrator can enable the language toggle by selecting the settings cog, App Settings and Manage App Settings as shown in figure 1.

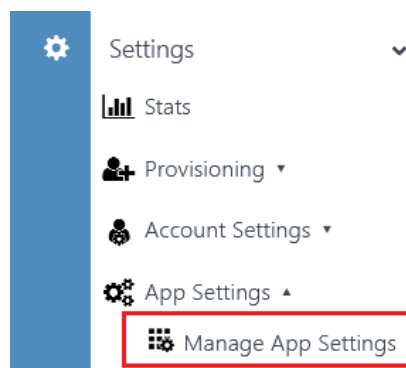
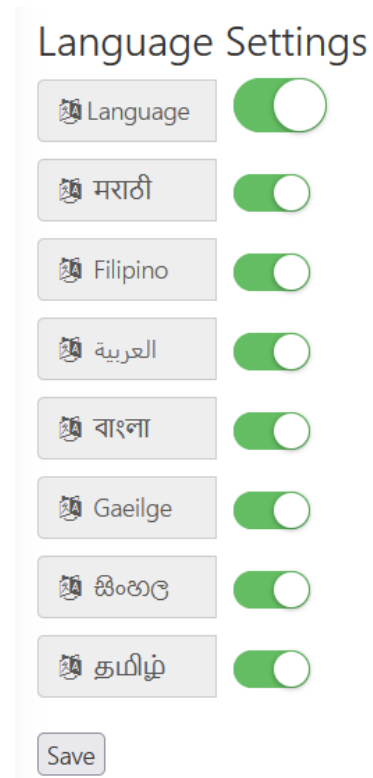


FIGURE 1. ADMIN SETTINGS

In the Language Settings column, select the chosen language(s) you want to make available to users. When the Language toggle has been enabled all the available languages are displayed. Select the Languages you want to enable.



### 3. Using Multilingual

Users can switch between languages at any time by selecting the Language toggle and their preferred language as shown in figure 3.

The language preference is saved in the internet browser. Select your preferred language again if your browsers cookies/cache are cleared. The language preference is not saved when using the internet browsers private browsing option.



FIGURE 2. LANGUAGE TOGGLE

### 4. Exceptions

There are exceptions to where multilingual interfaces are available. The following areas of LP+365 are only available in English:

#### 1. LP+365 app Registration and on-boarding

- Welcome screen
- Selection of Payment
- Registration
- Billing Details
- Email notifications and Welcome messages.

#### 2. Admin Functions:

- Provisioning
  - Provisioning via csv: The data input will remain in English as this is used to generate licenses and class/subject dashboards. When you navigate beyond LP+365 and into the backend interface (SharePoint) the classes are provisioned in English. SharePoint doesn't offer an out of the box ability for users to toggle between languages.

H-365-305 App Consent and Required Permissions.

- All Provisioning logs. The output will remain in English as the data input is English.
- Account Settings
  - Manage user licenses
  - Current Plan
  - Registration Details
  - Billing Information
- In App Purchase

### 3. App Notifications

- Emails generated from Provisioning, Assignment or App renewals
- Pop up messages for App renewals
- App notifications
- App Error messages
- General Popups

### 4. Email:

- Microsoft Exchange allows users to select and define their Regional/locale. These settings are not controlled via the toggle in LP+365, these would have to be applied each time any language change is required.

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