



Teleconference with Remote Simultaneous Interpretation

Guideline for Host and Participants



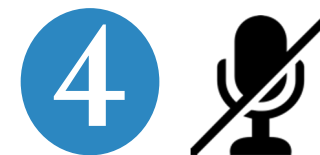
1 All should have headphones with mic (your smartphone headsets are well designed for this).



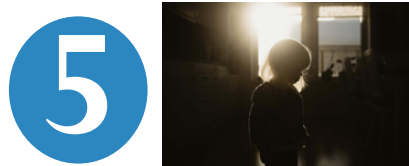
2 Schedule breaks during your meeting for a bathroom and a quick rest.



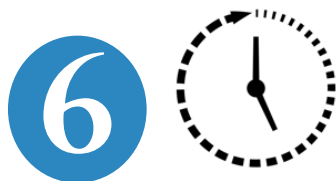
3 Turn off your video to reduce possible latency when you are not speaking.



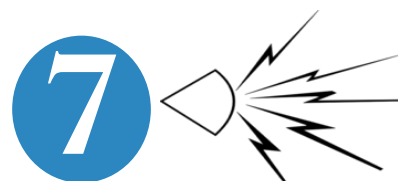
4 Mute your microphone when you are not speaking to avoid noise or echoes



5 Avoid staying in a dimly lit space with brightly lit backdrop if you turn on your camera.



6 Start and finish on time to allow an interpreter to rest or take turn.



7 Speak with a slower pace for clearer audibility due to possible metallic, shock, & other noises.



8 Sound is everything for teleconference with RSI. So, find the quietest spot for yourself.

ປະຊຸມທາງໄກ ໂດຍມີການແປທາງໄກພ້ອມ

ບົດແນະນຳໃຫ້ຜູ້ຈັດ ແລະ ຜູ້ເຂົ້າຮ່ວມ



1 ທຸກຄົນຄວນມີຫູຟັງທີ່ມີໄມໃນຕົວ (ຫູຟັງມີໄມທີ່ມາກັບໂທລະສັບສະມາດໂຟນຂອງທ່ານແມ່ນຖືກອອກແບບມາດີຢູ່ແລ້ວ)



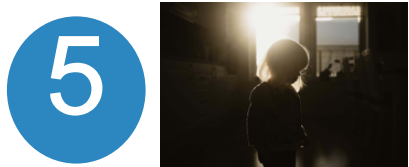
2 ຈັດວາລະພັກຜ່ອນໃນການປະຊຸມເພື່ອໃຫ້ພັກເຂົ້າຫ້ອງນຳ ແລະ ພັກຜ່ອນໜ້ອຍໜຶ່ງ



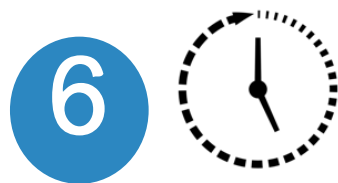
3 ບົດກ້ອງໄວ້ເພື່ອຫຼຸດຜ່ອນສັນຍານທີ່ຊ້າ ໃນເວລາທີ່ທ່ານບໍ່ໄດ້ເວົ້າ



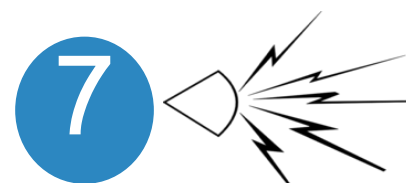
4 ບົດໄມໄວ້ໃນເວລາທີ່ບໍ່ໄດ້ເວົ້າ ເພື່ອບໍ່ໃຫ້ເກີດມີສຽງລົບກວນ ຫຼື ສຽງສະທ້ອນ



5 ຖ້າທ່ານເປີດກ້ອງ ບໍ່ຄວນຢູ່ບ່ອນມືດ ຂະນະຂ້າງນອກມີແສງສະຫວ່າງຈ້າ



6 ເລີ່ມ ແລະ ຈົບຕາມກຳນົດເວລາ ເພື່ອໃຫ້ຜູ້ແປໄດ້ພັກ ຫຼື ປ່ຽນຜຽນກັນ.



7 ເວົ້າຊ້າລົງ ເພື່ອໃຫ້ຄຸນນະພາບສຽງຊັດເຈນ ແລະ ຍັງຊ່ວຍຫຼຸດຜ່ອນບັນຫາສຽງລົບກວນ, ສຽງແຕກ, ສຽງຫອນ ແລະ ອື່ນໆ



8 ສິ່ງສຳຄັນທີ່ສຸດໃນການປະຊຸມທາງໄກ ໂດຍມີການແປ ໃຫ້ຫາບ່ອນທີ່ມີດຫງຽບດີ ໃນເວລາທ່ານເຊື່ອມຕໍ່ເຂົ້າປະຊຸມ