

# Assigning languages to translators

Superuser can assign the language(s) to any translator so that he can access the admin control panel to complete the translation job assigned to him. Moreover, superusers can revoke the translation right back from translator if required. This section will help you learn how to assign a language to the translator. Follow the steps mentioned below:

1. Login to **Admin Control Panel** as Superuser.
2. Expand **Languages** section in left navigation bar and click **Manage** link to open 'Manage Languages' page as shown below:

The screenshot shows the 'Manage Languages' page. At the top, there are 'Manage' and 'Add Language' buttons. Below them is a 'Show 10 entries' dropdown. The main part of the page is a table with columns: ID, Name, Status, Direction, Visible, and Actions. The table lists several languages: Korean, Greek, Hindi, Dutch, Arabic, and English. The English row is highlighted in yellow and marked as 'Default'. Below the table, there is a 'Translator Dropdown' menu with a 'Choose Translator' button and an 'Assign' button. A red box highlights the 'Translator Dropdown' label with an arrow pointing to the dropdown menu.

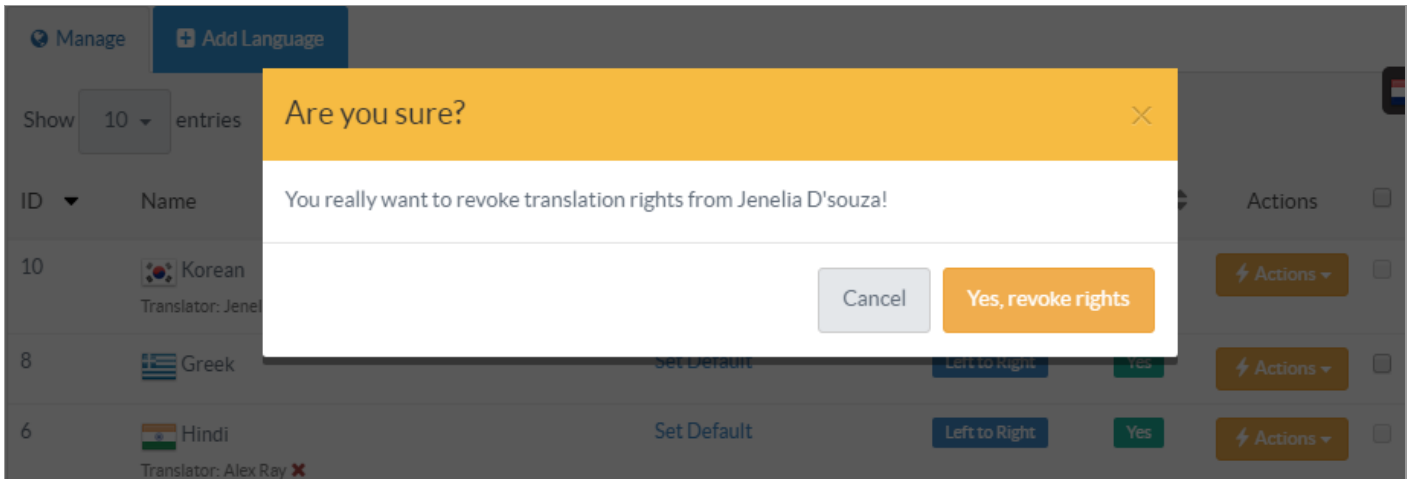
ID	Name	Status	Direction	Visible	Actions
10	Korean Translator: Alex Ray ✘	Set Default	Left to Right	Yes	⚡ Actions ▾
8	Greek	Set Default	Left to Right	Yes	⚡ Actions ▾
6	Hindi Translator: Alex Ray ✘	Set Default	Left to Right	Yes	⚡ Actions ▾
5	Dutch	Set Default	Left to Right	Yes	⚡ Actions ▾
2	Arabic	Set Default	Right to Left	Yes	⚡ Actions ▾
1	English	Default	Left to Right	Yes	⚡ Actions ▾

3. Go to **Actions** column and mark the check boxes corresponding to language(s) you need to assign to the translator. Checkboxes are disabled for languages that are already assigned to some translator.
4. Select the translator from **Translator Dropdown** list and then click on "**Assign**" button. Note that you can select single translator at a time.

The screenshot shows the 'Choose Translator' dropdown menu. The menu is open, showing a search box and a list of translators. The list includes 'Alexray [alexraycontact@gmail.com]' and 'jenelia [jenelia.rafi212@gmail.com]'. The 'Assign' button is visible to the right of the dropdown.

5. The drop-down list contains the username and email address of the translators.

If you want to revoke back the translation rights from a translator, click **Cross (✘)** icon displayed next to translator name in **Name** column of 'Manage Languages' page. When you click the icon, a dialog box will be displayed as shown below:



Click on **"Yes, revoke rights"** button to withdraw the rights or you can click on **"Cancel"** button to abolish the process.

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#### Custom Fields

**Applicable To:** Standard (Multi-Language) Edition, Enterprise Multi-Language Edition (MySQL), Enterprise Multi-Language Edition (SQL Server)

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Online URL: <https://www.knowledgebase-script.com/kb/article/assigning-languages-to-translators-157.html>