

Televic Education

# How to do an intercom with students using interpeterQ

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**interpreterQ**  
Reliable interaction.

**televic**  
education

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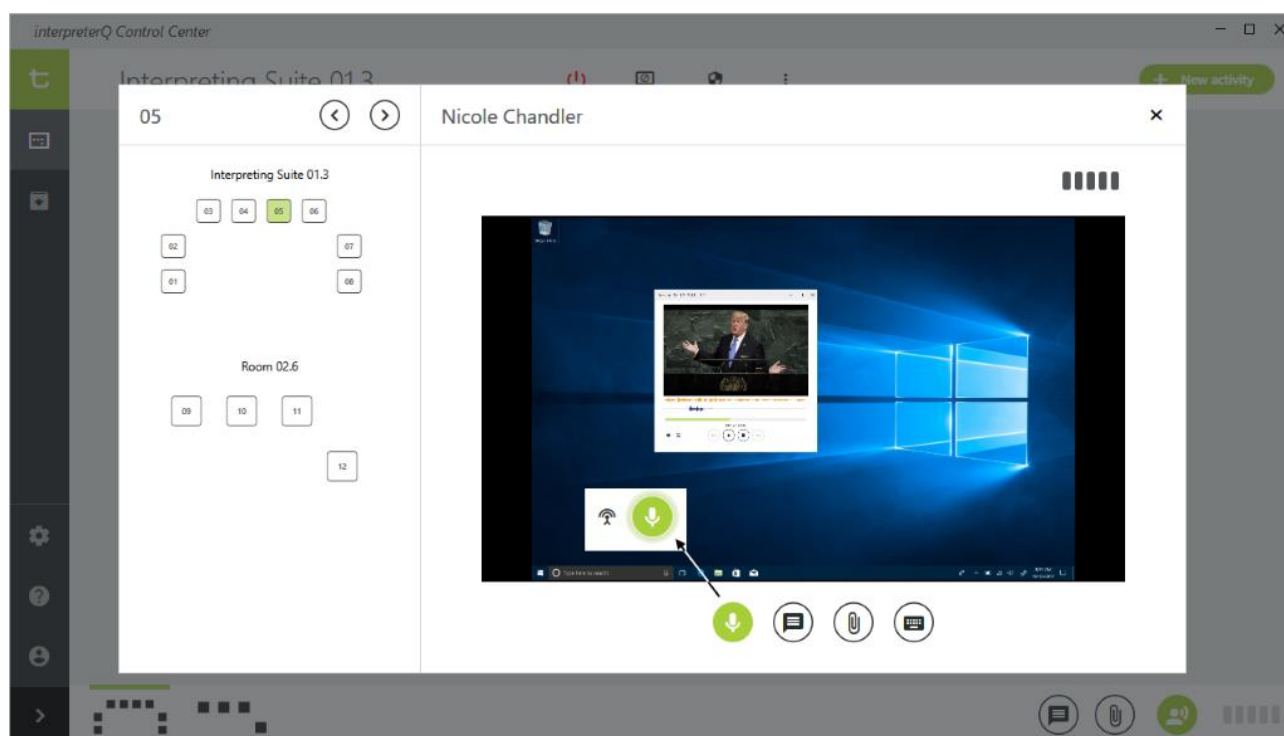
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# 1 How to do an intercom with students using interpreterQ

## 1.1 Background

As the interpreter students spend much of their time inside the interpreter booths, it is important for you as teacher to be able to talk to them, without them having to leave the booth. This is where the intercom function comes in handy.

When you want to talk to a student privately (that is, without other students being disturbed by your conversation) you can click on the booth in interpreterQ classroom view, in order to open the booth detail screen:



With this view opened, you can monitor the student voice and see the screen of the booth PC.

Click the green “Intercom” button to start a private conversation with the student. Once activated, the intercom button will start pulsing to show activation, and a second smaller button will pop out next to it. It’s the “Share intercom” button.

There will be moments where you discuss a certain topic with one student, but then you realize your explanation would be interesting for the other students too. At that moment you can click the “Share intercom” button, and all other students will also hear the intercom conversation between you and the student.

## 1.2 Teacher microphone LED

A teacher going into intercom with one student might cause some confusion with the other students watching the teacher: they see the teacher microphone light up and the teacher talking, but they don't hear his voice. Therefore they might suspect a system failure.

In order to avoid this confusion, the LED on the teacher microphone will light up in a different color while doing intercom. This way the teacher is confident that his microphone is working, since the LED turns on, and the students are confident that they should not hear the teacher voice, since the microphone shows a green LED ring, instead of the regular red color.



*Talk to the class*

*Intercom with a student*

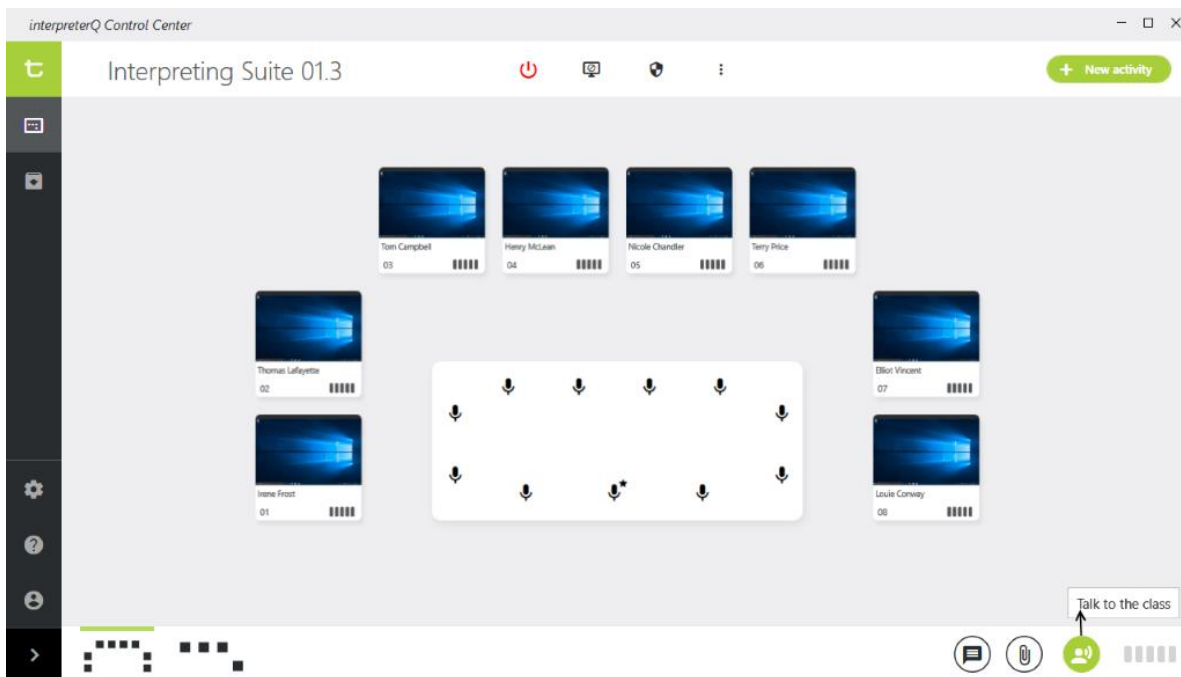
**Remark:** many teachers will (rightfully so) argue that you should never interrupt a student at work by using conference system functionality like intercom. If for instance you hear a student make a mistake during interpretation which you want to further discuss with him or her, the interpreterQ software offers help in remembering the current position in the speech and easily return to that point during a feedback moment after the end of the interpretation exercise.

**Note:** read the manual "How to use markers" to learn more about this functionality.

## 1.3 Other ways of communicating with the students

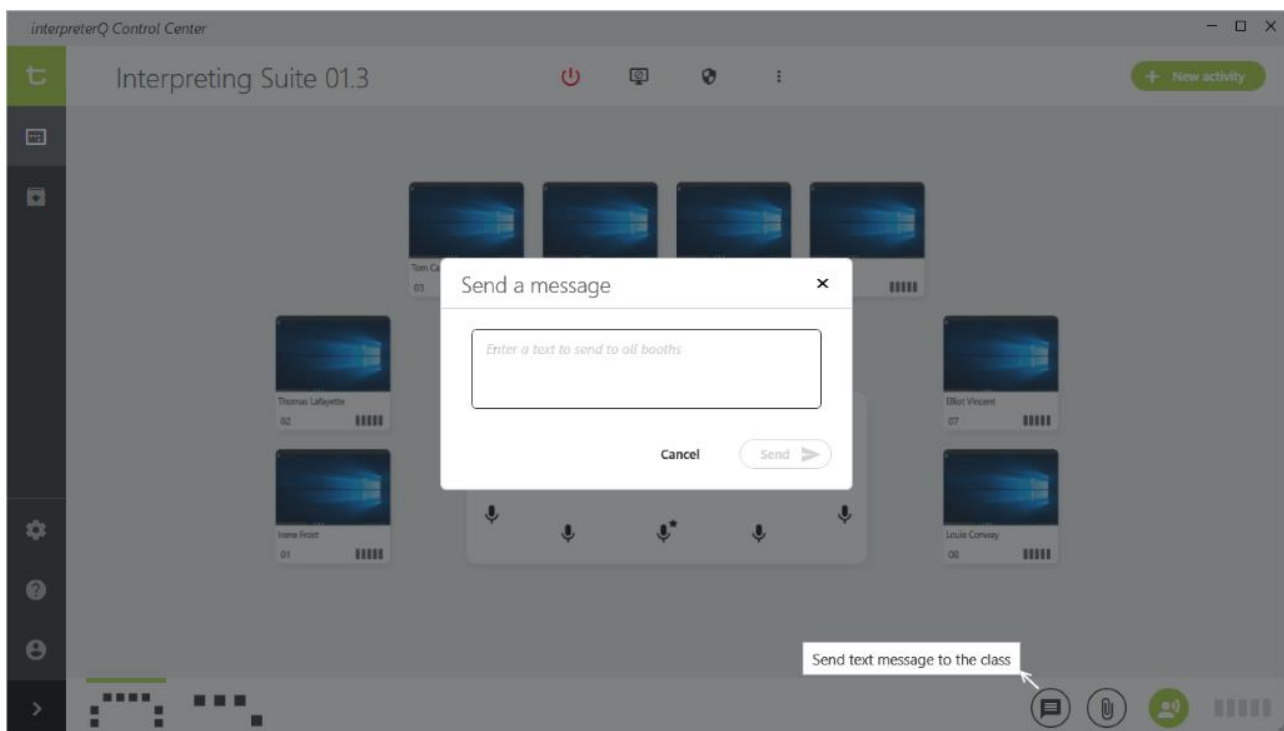
The interpreterQ conference system offers additional ways to communicate with the students. For all teachers it will be obvious that by using the delegate microphone they will talk "on the floor" and all interpreter students in the booths will hear the teacher – that is, provided that at that moment they are currently listening to the floor, and not to another student (through relaying) or to the sound of their booth PC.

To cover that last point, the interpreterQ software has a “Talk to class” button. You see it in the lower right corner of the main application screen:



Clicking this button has the same effect as clicking the teacher microphone button, but on top of that it automatically switches all interpreter desks to the floor channel. This way you can rest assured that all students do actually hear what you are saying.

Close to this “Talk to the class” button there is a button depicting a text popup. With this button you can send a text message to the students – it’s a way to let them know something, without touching the conference system or interrupting an ongoing interpretation exercise.



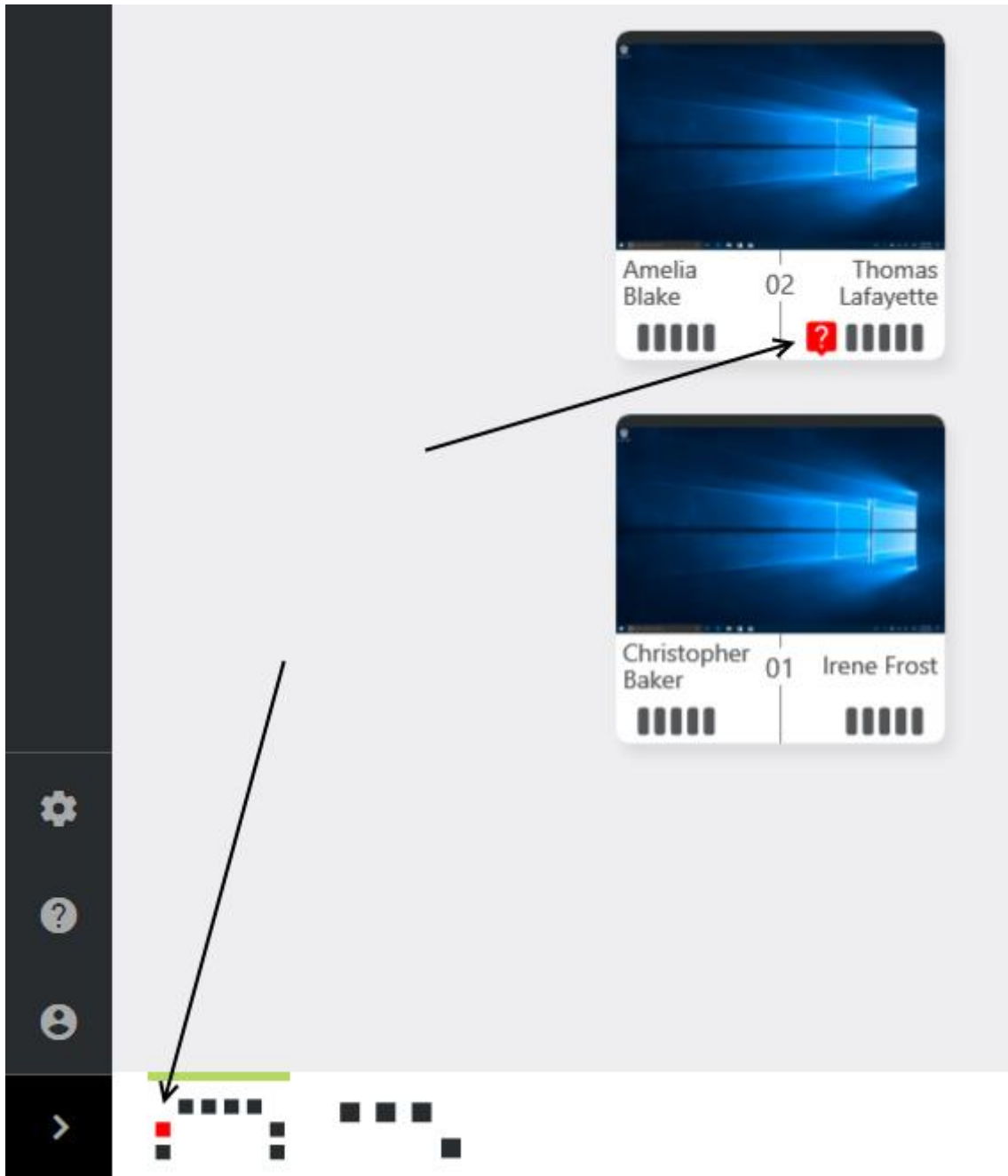
You will find the same “Send text message” button in the student detail screen which pops up when clicking a specific booth. With that button you can send a text message just to this one booth PC.

## 1.4 Student notifications

There may be moments when a student wants to ask you for help or information. In order to draw your attention the student can use a button on his interpreter desk : the “SLOW” button (which in a professional conference environment can be used to ask the chairman for a speaker slowdown).



When a student clicks this button, a red alert icon for that booth will blink in the ICC user interface:



When you notice this, you can easily click the booth to start an intercom with that student. The alert icon automatically disappears after 30 seconds.

In case of a multi-room setup, as in the example screenshot above, also the small thumb representation in the lower part of the screen will blink, so that you also notice alerts in a room which is currently not active in the user interface.