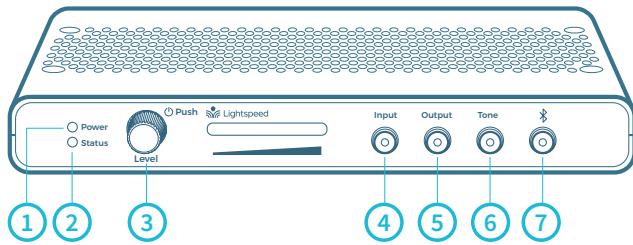


Lightspeed Media Connector and Boostlingo AI Pro

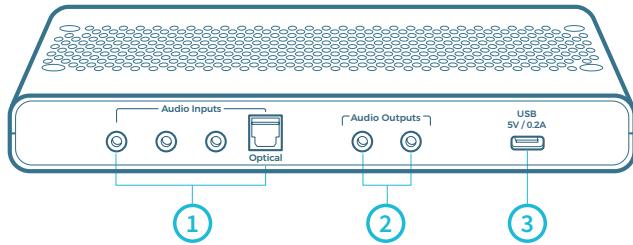
This guide will help you set-up your Lightspeed Media Connector to your computer, and create and share a Boostlingo session.

Lightspeed Media Connector



FRONT CONTROLS

1. POWER LIGHT
2. STATUS LIGHT
3. POWER BUTTON / VOLUME ADJUSTMENT
4. AUDIO INPUT VOLUME SELECTOR
5. AUDIO OUTPUT VOLUME SELECTOR
6. TONE SELECTOR
7. BLUETOOTH

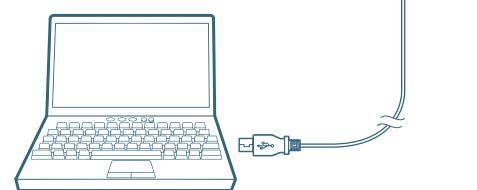
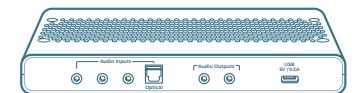


BACK CONTROLS

1. AUDIO INPUTS
2. AUDIO OUTPUTS
3. USB INPUT

CONNECTING TO YOUR COMPUTER

A USB-C cable is included with the Media Connector. Simply plug the USB-C end into the USB input of the Media Connector and the other into the USB-A input of your computer. (If your computer does not have a USB-A input, you will need a USB-C to USB-A converter or a USB-C to USB-C cable).



COMPUTER AUDIO SETTINGS

Once connected, open the computer audio settings to select “LIGHTSPEED AUDIO” as both the output and input audio sources. Set the volume on both the computer and Media Connector at 50% level.

Boostlingo AI Pro

STARTING A SESSION

To plan a session, click on Create Session on the top right menu of your portal.

This will open the create session menu, with the following options:

- Transcribe your meeting
- Translate the captions into more than 130 languages
- Give voice to the translation in more than 20 languages
- Retain your transcripts

Quick Session

Create Session

Create Session

Select which features you want in your session here:

Transcribe	Translate	Speech	Retain
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Languages

For each menu, you will need to add the languages you'd like to use. As an example, in the screenshot we show a session where English and Spanish are chosen for each menu.

- **Languages to listen for:** these are the languages that are going to be spoken during the session. Please note that if you don't insert a language here, our AI engine will not understand that language.
- **Caption languages:** these are the languages that we can translate the captions into as text.
- **Speech languages:** these are the translated languages that the application will give voice to.

Select which features you want in your session here:

Transcribe	Translate	Speech	Retain
------------	-----------	--------	--------

Session name *

Test

Languages to listen for

English	Spanish
---------	---------

Caption languages

English	Spanish
---------	---------

Speech languages

Spanish

Additional settings

- **Glossary:** you can associate a specific glossary to your session. Learn more about glossaries [here](#)
- **Tags:** you can create a tag for your session to find it more easily afterwards
- **Session type (Open / Closed):** select Open if you'd like anyone with the link to access the live captions, select Closed if you'd like to have only authenticated users to access the live captions. By default this setting is Open - recommended.
- **Description:** you can add a description for your session.

Once completed, click on **Create & Go To**.

Glossary

Select a glossary

Tags

Add tag

Session type

Open

Description

USE THE CAPTIONS, TRANSLATIONS, INTERPRETATION

Starting the captions

Click on the Start button and you can begin speaking.

Choose the language from the menu and Boostlingo AI Pro will start captioning what is being said.



Sharing a session

The users you'd like to share the translations with have two possibilities to see the captions and hear the translation in their own language:

1. Have users connect with their computer or device by scanning the QR code.
2. Copy/paste the link underlying the QR code and share it with the users. They will be able to open the captions on a browser window on their computer.



Share Session

STARTING A QUICK SESSION

To start a quick session, simply click on "Quick Session" on the top right of your portal.

Please note: Quick Session will default your input language as English. If you wish to change default input language, select "Create Session"

