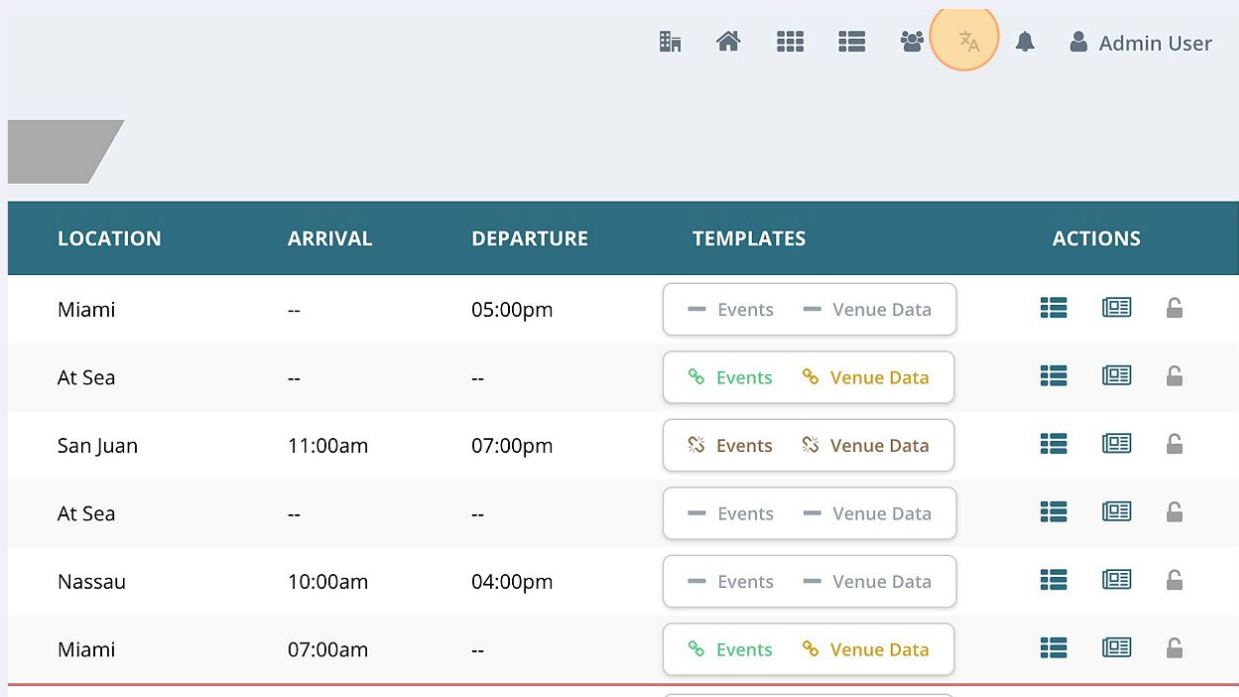


# GO by Spark - How to add translations through GO?



With this feature, users are able to create multi-language guest facing communication in one stop as well as have access to a library of translations to corroborate that all data is correctly translated and provide access to CSV importer & exporter.

- 1 Navigate to your GO Software URL and open translations.

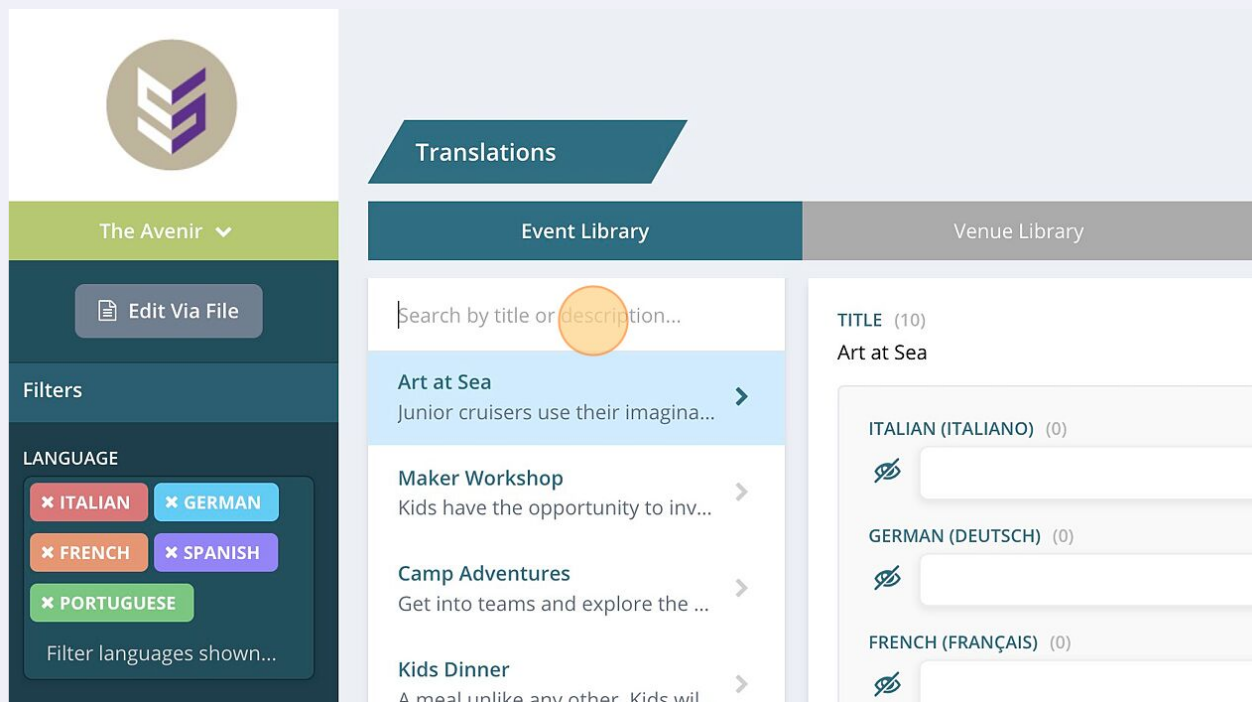


The screenshot shows the GO Software interface. At the top, there is a navigation bar with icons for a building, home, grid, list, people, a highlighted orange circle with a star and 'A', a bell, and a user profile labeled 'Admin User'. Below the navigation bar is a table with the following columns: LOCATION, ARRIVAL, DEPARTURE, TEMPLATES, and ACTIONS. The table contains six rows of data. The 'TEMPLATES' column shows buttons for 'Events' and 'Venue Data', some of which are highlighted in green or yellow. The 'ACTIONS' column contains icons for a grid, a document, and a lock.

LOCATION	ARRIVAL	DEPARTURE	TEMPLATES	ACTIONS
Miami	--	05:00pm	Events Venue Data	Grid Document Lock
At Sea	--	--	Events Venue Data	Grid Document Lock
San Juan	11:00am	07:00pm	Events Venue Data	Grid Document Lock
At Sea	--	--	Events Venue Data	Grid Document Lock
Nassau	10:00am	04:00pm	Events Venue Data	Grid Document Lock
Miami	07:00am	--	Events Venue Data	Grid Document Lock

2

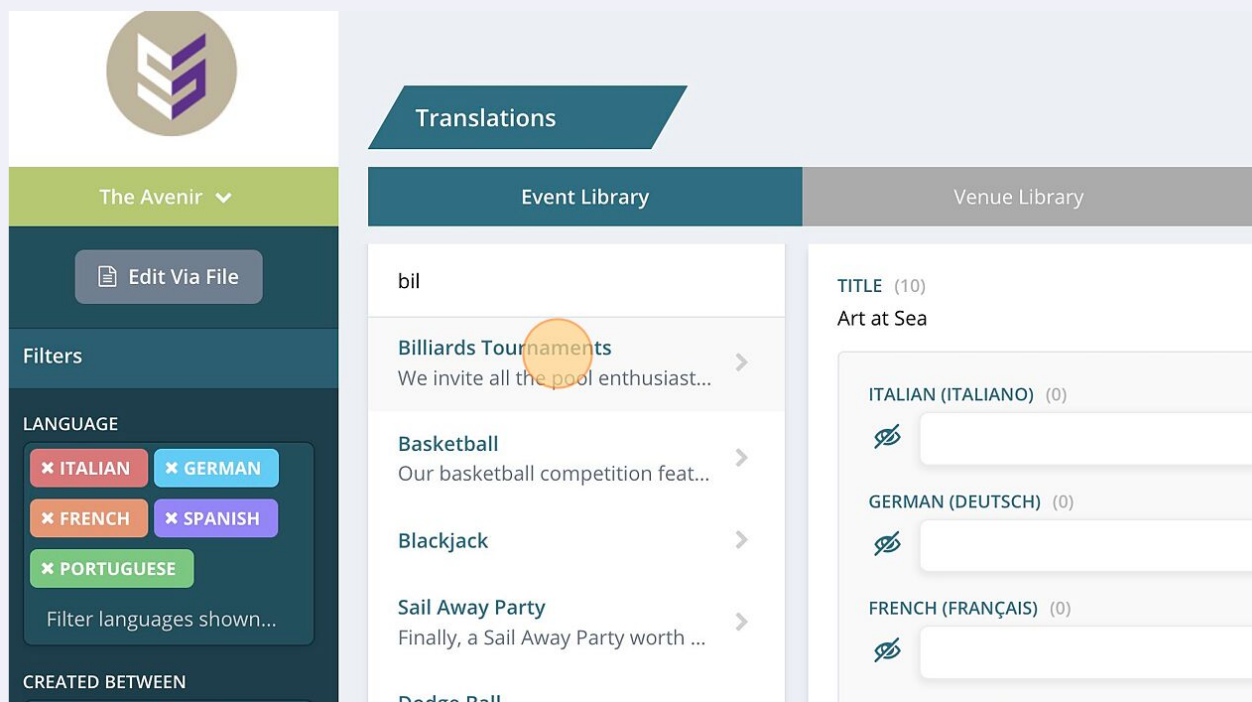
Event, Venue, and Content Libraries will show. Search by title or description in order to select the Event to add different translations to.



The screenshot shows the 'Translations' interface. On the left, there's a sidebar with 'The Avenir' selected and an 'Edit Via File' button. Below that are filters for 'LANGUAGE' with buttons for ITALIAN, GERMAN, FRENCH, SPANISH, and PORTUGUESE. The main area has two tabs: 'Event Library' and 'Venue Library'. The 'Event Library' tab is active, showing a search bar with the text 'Art at Sea' (highlighted with an orange circle) and a list of events including 'Art at Sea', 'Maker Workshop', 'Camp Adventures', and 'Kids Dinner'. The 'Venue Library' tab is also visible, showing a search bar and a list of venues including 'Art at Sea'.

3

Click "Billiards Tournaments"



The screenshot shows the 'Translations' interface. On the left, there's a sidebar with 'The Avenir' selected and an 'Edit Via File' button. Below that are filters for 'LANGUAGE' with buttons for ITALIAN, GERMAN, FRENCH, SPANISH, and PORTUGUESE. The main area has two tabs: 'Event Library' and 'Venue Library'. The 'Event Library' tab is active, showing a search bar with the text 'bil' and a list of events including 'Billiards Tournaments' (highlighted with an orange circle), 'Basketball', 'Blackjack', 'Sail Away Party', and 'Dodge Ball'. The 'Venue Library' tab is also visible, showing a search bar and a list of venues including 'Art at Sea'.

4

Click this text field to add the Spanish translations for the name.

The interface consists of a left sidebar with a list of activities and a main right panel with a table for translations.

**Activity List (Left Sidebar):**

- Basketball**  
Our basketball competition feat...
- Blackjack**
- Sail Away Party**  
Finally, a Sail Away Party worth ...
- Dodge Ball**  
Dip, dodge, and duck! This will b...
- Pool Volleyball**  
Bump, Set, Spike! Join in on the ...
- Aqua Aerobics Class**  
Low-impact class set to music in...
- TBD The Ambitious**
- Singles Bash**  
Wild parties for singles. No one ...

**Translation Table (Right Panel):**

	GERMAN (DEUTSCH) (0)	FRENCH (FRANÇAIS) (0)	SPANISH (ESPAÑOL) (0)	PORTUGUESE (PORTUGUÊS) (0)

Buttons: Save Changes, Reset

5

Click the "Eye" Icon to make the translation visible in guest facing material.

The interface is the same as in step 4, but with the Spanish translation now visible.

**Activity List (Left Sidebar):**

- Basketball**  
Our basketball competition feat...
- Blackjack**
- Sail Away Party**  
Finally, a Sail Away Party worth ...
- Dodge Ball**  
Dip, dodge, and duck! This will b...
- Pool Volleyball**  
Bump, Set, Spike! Join in on the ...
- Aqua Aerobics Class**  
Low-impact class set to music in...
- TBD The Ambitious**
- Singles Bash**  
Wild parties for singles. No one ...

**Translation Table (Right Panel):**

	GERMAN (DEUTSCH) (0)	FRENCH (FRANÇAIS) (0)	SPANISH (ESPAÑOL) (16)	PORTUGUESE (PORTUGUÊS) (0)
			Torneo de Billar	

Buttons: Save Changes, Reset

## 6 Click this text field to add the Spanish translations for the description.

The screenshot shows a user interface for managing activity descriptions in multiple languages. On the left, a list of activities is displayed with their descriptions truncated. On the right, there are input fields for German, French, Spanish, and Portuguese translations. The Spanish field is currently selected, indicated by an orange circle and a cursor. Below the translation fields are 'Save Changes' and 'Reset' buttons.

Activity	German (DEUTSCH)	French (FRANÇAIS)	Spanish (ESPAÑOL)	Portuguese (PORTUGUÊS)
Basketball				
Blackjack				
Away Party				
Dodge Ball				
Pool Volleyball				
Aqua Aerobics Class				
TBD The Ambitious				
Singles Bash				

## 7 Click "Save Changes"

This screenshot shows the same interface as the previous one, but with the 'Save Changes' button highlighted by an orange circle. The Spanish translation field now contains the text 'Torneo de billar increíble'. The 'Reset' button remains visible next to it.

Activity	German (DEUTSCH)	French (FRANÇAIS)	Spanish (ESPAÑOL)	Portuguese (PORTUGUÊS)
Basketball				
Blackjack				
Away Party				
Dodge Ball				
Pool Volleyball				
Aqua Aerobics Class				
TBD The Ambitious				
Singles Bash				