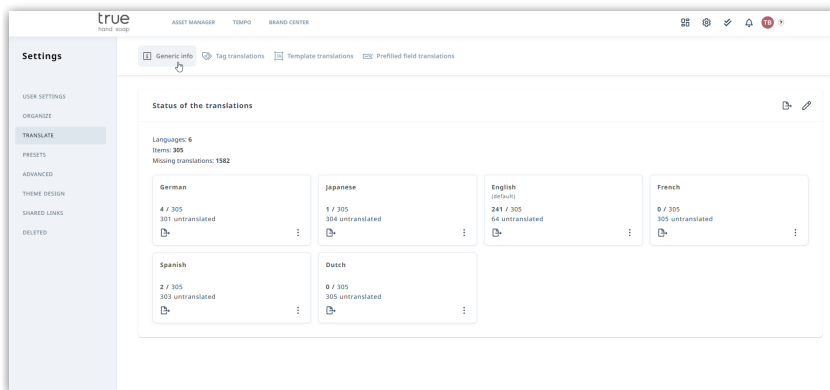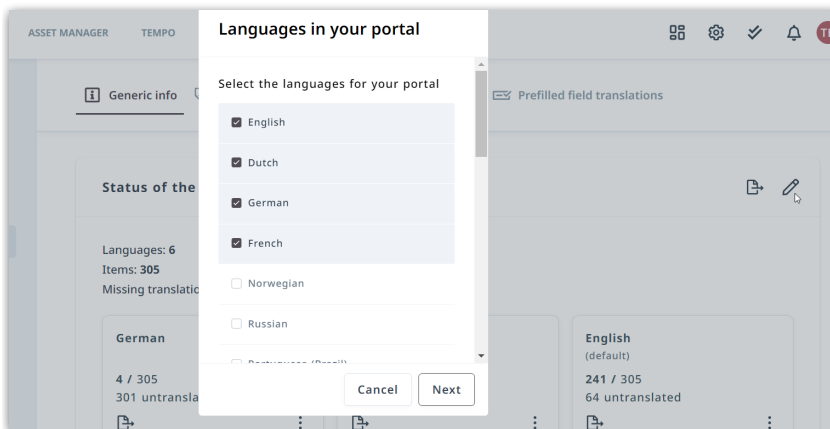# Translate

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If you are part of an organization that supports users in multiple languages, the Translate feature can make finding assets in the DAM much easier. Though a web browser can't translate a lot of what is on the page, you can configure your tags, tag groups, tag menus, and template fields to translate for a better user experience.
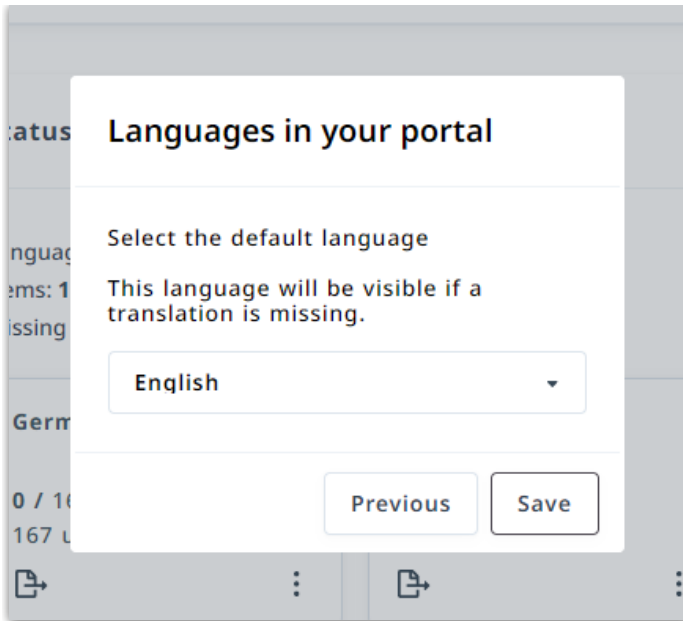
Configuring Your Supported Languages

From the Settings menu, select the **TRANSLATE** tab, to access the Translate feature. You'll begin on the **Generic info** tab where you can set the languages that your team will support.

To modify the list of languages your team will support, select the pencil icon on the right side of the screen to pull up the "Languages in your portal" menu. Use the checkboxes to the left of each language option to select/deselect language(s) and click **Next** to continue.
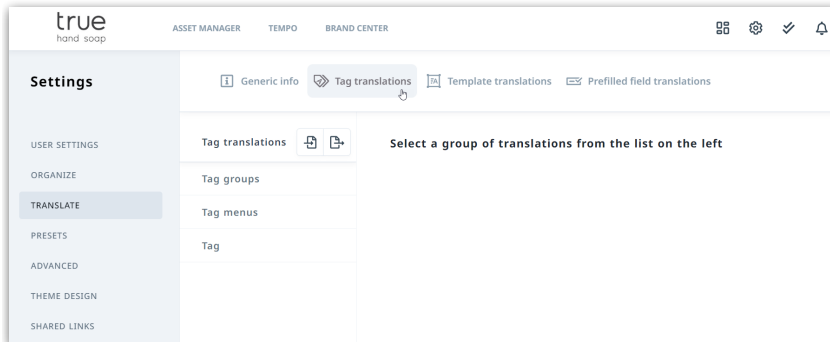

Select a default language from the dropdown menu and click**Save** when complete.
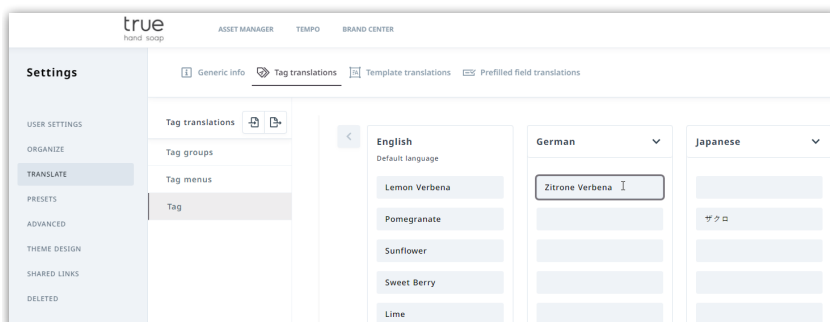
How to Add and Import Tag Translations

Within the **Tag translations** & **Template translations** tabs, you have the ability to manually set your translations or translate in bulk using export and import functionality.
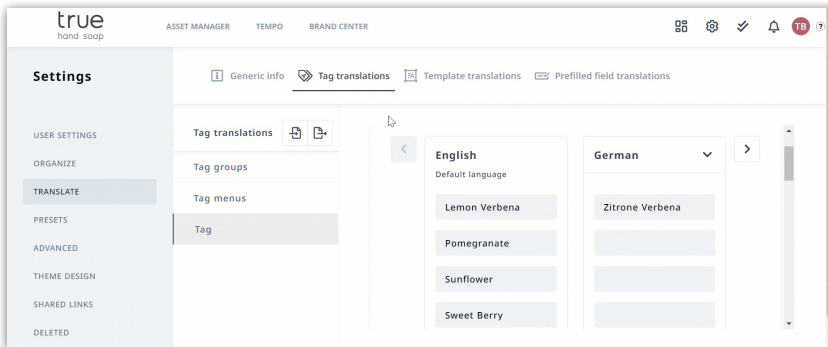

To update tag, tag menu, and tag group (https://guide.lytho.com/help/organizing-tags) translations, any of the options under Template translations (https://guide.lytho.com/help/creating-a-template), or Prefilled fields (https://guide.lytho.com/help/prefilled-fields), select the corresponding tab. Depending on the list you've selected, you'll see a list of your created data points in your default language with your supported languages as additional columns. To begin updating your translations, select the cell in your additional language column that is in the same row as the value you'd like to translate. Key in the translated value and click out of the cell to save.

The user is updating the German translation for "Lemon Verbena"

Translations can be done in bulk by first exporting an Excel file using the export icon next to the menu header such as "Tag translations". Choose the language(s) that you would like to be included in your export and select **Next** to continue. Your default language will always be included in the export. You can select **Only the missing translations** to export a more targeted list or **All Translations** for a full list. When you've made your selection, click **Start export** to generate your tag spreadsheet.
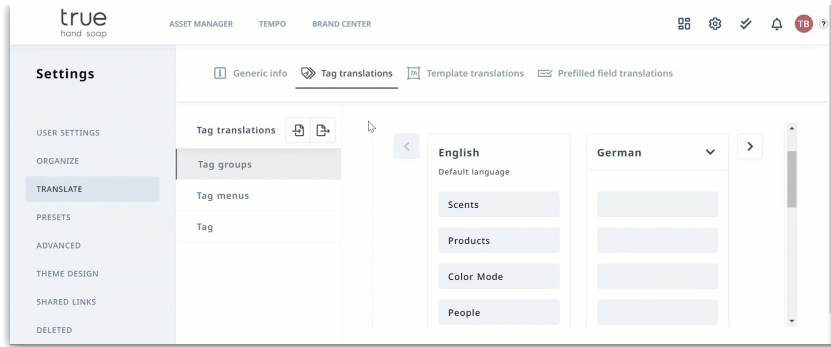

In your exported translation list, fill in the cells in the same row as the tag value you'd like to translate.

> ℹ️ When exporting your list, the exported spreadsheet will have all of the menu options as separate pages.

Once your file is ready, use the Import button on the DAM's translations page to upload your file.

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