



Viva Glint: Ask the Expert series

Using Additional Languages in Viva Glint

April 8, 2025

Webinar Recording and Privacy

- This webinar is being recorded
- The recording will be available on the Viva Community post-event.
- Participant names will be visible to others during the meeting.
- We advise against using external AI bots to protect personal information and in the spirit of [Responsible AI](#).



Agenda

- Welcome & Introductions
- Using Additional Languages in Viva Glint
- Q&A

Today's hosts



Luke Beasley
Sr. Customer Experience
Program Manager
New York, USA



Ian Kerkemeyer
Solutions Architect
Nebraska, USA



Jason Thomas
Sr. People Scientist
Nebraska, USA

and meeting moderators Julie Morris & Kathryn Bowen

Importance of Language Management

- Inclusivity in the Workplace
- Overcoming Language Barriers – Allow users to interact in their preferred language
- Enhanced Feedback Processes = Increased response rates

Translation Management – General Settings

Comment analytics language (2)

The list of languages to include for comment analysis. Delete all languages that should not be included. If no languages are left, the empty value signifies English only. Note: There is only one version of some languages but it encompasses all versions of that language.

English ✕

French ✕

🔍 Add a language

Default survey language

Indicates the default language for surveys. If no preference is otherwise provided on the Employee Data File, the employee will be shown the survey in this default language.

English (USA) ▾

Supported survey languages (13)

Provides the languages supported within the survey. This is a global setting and can be tailored on a per-program level.

French (Canadian) ✕

English (USA) ✕

Polish ✕

Dutch ✕

French (EU) ✕

German ✕

Italian ✕

Portuguese (Brazilian) ✕

Spanish (EU) ✕

🔍 Add a language

Translation Management – General Settings

Default dashboard language

Indicates the default language for dashboards. If no preference is otherwise provided on the Employee Data File, the employee will see the dashboard in this default language.

English (USA) ▾

Supported Dashboard Languages (3)

The languages available for your employee dashboards. Users can select any of these as their preferred view.

English (USA) ✕

French (Canadian) ✕

Swedish ✕

🔍 Add a language

Program Level Settings

Program setup

Define the basics for your program.

Program name [?](#)

Quarterly Engagement

Administrators [?](#)

Company Admin


 Search


Default language [?](#)

English 

Additional languages [?](#)

Languages selected (13)


French Canadian 

English 

Polish 


Dutch 


French 

German 

Italian 

Portuguese (Brazilian) 

Spanish 

Spanish (Latin America) 

Swedish 

Simplified Chinese 

Turkish 

 Search

Content Translations

- COPY & PASTE

Survey reminder ... Save changes ×

Send notification Days after survey start

Email Teams

Language: **English (default)** ▼ Preview Edit

Subject +

Greeting

Title

☒ English (default)

Edit Question Duplicate question Save changes ×

Question configuration Associated Programs (10)

🔔 **Tip:** Any changes you make here will be instantly applied to all programs that use this question.

Question ID ⓘ eSat_11639

Language **English** ▼

Deutsch	Translated
✓ English (default)	Translated
Español	Translated
Español Latinoamericano	Translated
Français	Translated

Question Type

Reporting label

Question text

706 left

Content Translations

- Export --> Import

Export program details

Exporting program details in a CSV or XLSX file will allow you to edit and then import language translations for program details in bulk. We do not support exporting or import of dual language emails.

Content details to include

☐ Email Content

☒ Survey Content

☐ Scheduling Info

Languages to Include:

Dutch X

English X

French X

French Canadian X

German X

Italian X

Polish X

Portuguese (Brazilian) X

Simplified Chinese X

Spanish X

Spanish (Latin America) X

Swedish X

Turkish X

Q Add a language

Export format

XLSX (Excel) v

Cancel

Export

Actions v

Approved ☒

curing program, Confidential, 13 additional languages (French Canadian, English, Polish, Dutch, French, German, Italian, rtuguese (Brazilian), Spanish, Spanish (Latin America), Swedish, Simplified Chinese, Turkish)

☒

Multi Language Emails

Email settings

Send survey notifications in multiple languages in a single email ?

On ☒

Number of languages to include in notifications

Dual Language Survey/Reminder [D... ▾]

✓ Dual Language Survey/Reminder [Default]

Triple Language Survey/Reminder [Default]

Message

[company name] is partnering with Glint to measure and improve engagement, satisfaction, and performance. The ultimate goal: to create a stronger organization. So, make your voice heard. It's confidential and [estimated time] is all it takes.



Message (Language 2)

[company name] is partnering with Glint to measure and improve engagement, satisfaction, and performance. The ultimate goal: to create a stronger organization. So, make your voice heard. It's confidential and [estimated time] is all it takes.



Message (Language 3)

[company name] is partnering with Glint to measure and improve engagement, satisfaction, and performance. The ultimate goal: to create a stronger organization. So, make your voice heard. It's confidential and [estimated time] is all it takes.



Using System Attributes

Optional system attributes

Save changes

Cancel

Optional system attributes are fields that can be mapped to time zone, language, and personal email fields that you share with Glint to indicate how and when to communicate with employees.

Optional system attribute		Sync from	Used for
<input type="checkbox"/>	<div>Survey language</div> <div>The language in which each employee may receive surveys and emails from Glint. Glint's supported language codes include en_US, es_US, en_GB, zh_CN.</div>	<div>Select field</div>	Survey
<input type="checkbox"/>	<div>Dashboard language</div> <div>The language in which employees with access can view Glint dashboards. Glint's supported language codes include en_US, es_US, en_GB, zh_CN.</div>	<div>Select field</div>	Dashboard

Best Practices for Managing Translations

- Defining Roles
- Setting Timelines
- Review and Approval

Resources

- [Language Translations in Viva Glint](#)
- [Multi Language Emails](#)
- [Using System Attributes](#)

Q&A

Register for this month's events

**Think Like a People Scientist:
Bridging HR and IT for AI Success**

[April 9, 8am PDT](#)

Building Psychological Safety

[April 10, 9am PDT](#)

**People-Centric AI Transformation
Cohort Meeting**

[April 16, 8am PDT](#)

Technology Cohort Meeting

[April 22, 9am PDT](#)

Building Psychological Safety Amidst Change

[April 22, 10am PDT](#)

Learning Circles: Q2 Edition

[April 30, 8am PDT](#)

**Think Like a People Scientist:
Driving AI Change with Employee Sentiment**

[May 8, 8 am PDT](#)

Viva Glint Town Hall

[Option 1: May 6 at 3pm BST](#)

[Option 2: May 6 at 1pm EDT](#)

[Option 3: May 8 at 1pm SGT](#)

Appendix