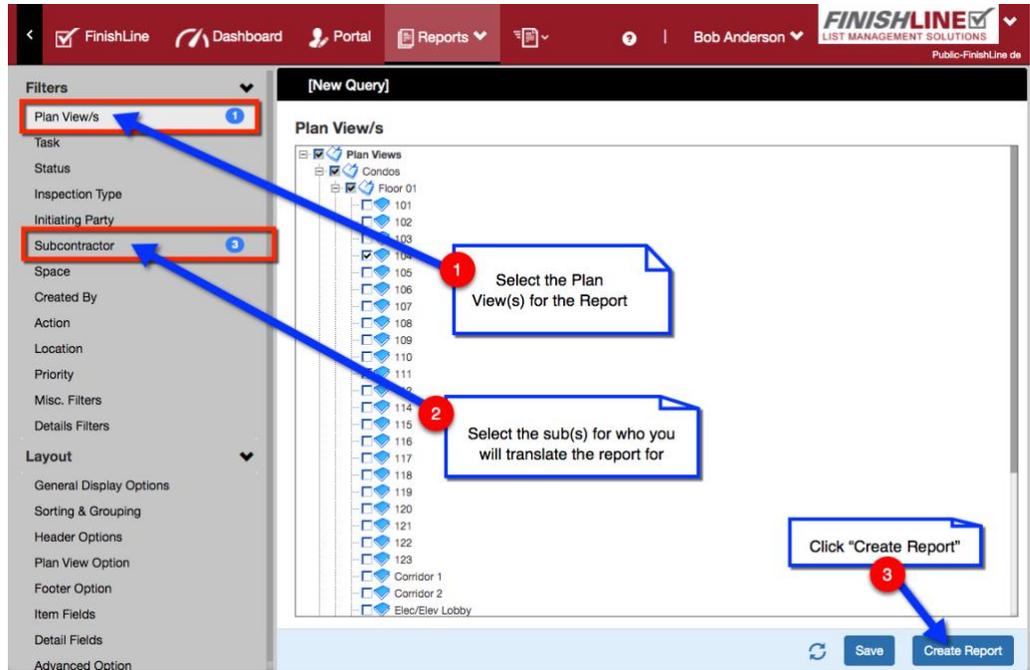


**How to Translate Reports to Spanish on Chrome**

Translating a report to Spanish (or another language) can be done for one or multiple subs. Start in the reporting area.

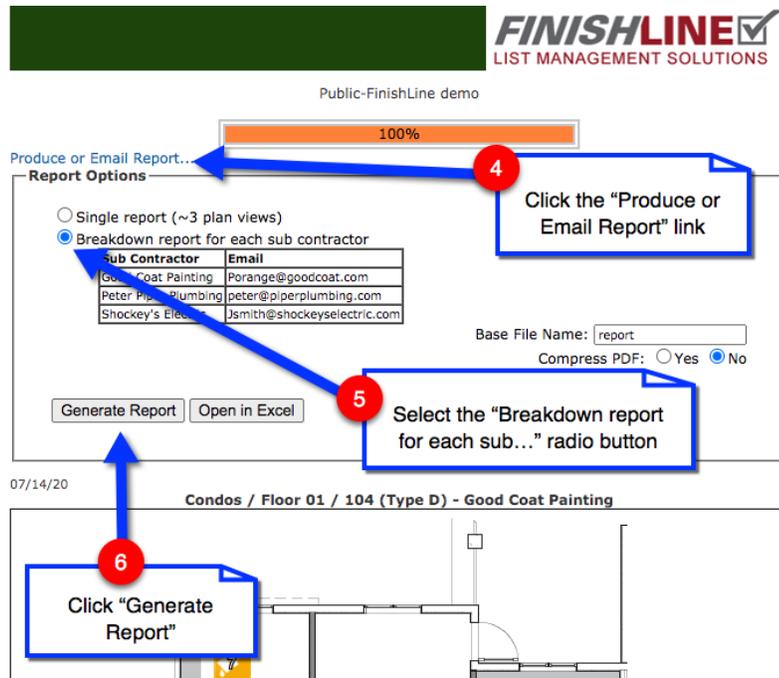
- 1) Select the area(s) in your project for the report
- 2) Select the subcontractor(s) for who you would like to translate a report for
- 3) Click "Create Report"



4) Click the "Produce or Email Report..." Link

5) Select the "Breakdown report for each sub..." radio button

6) Click the "Generate Report" button



7) Click on the “View as HTML” link for the report you want to translate

**NOTE: You must complete steps 7-9 to translate each individual report**

Public-FinishLine demo  
Punch List Reports

Report Options

PDF Compression is: Off

Files	Receipient Name	Email	Attachment File	Size
	Good Coat Painting	Porange@goodcoat.com	report_Good_Coat_Painting.pdf <a href="#">View as HTML</a>	0.32 MB
	Peter Piper Plumbing	peter@piperplumbing.com	report_Peter_Piper_Plumbing.pdf   <a href="#">View as HTML</a>	0.51 MB
	Shockey's Electric	Jsmith@shockeyselectric.com	report_Shockey_s_Electric.pdf   <a href="#">View as HTML</a>	0.5 MB

Send Email

CC: \_\_\_\_\_  
(Press 'Enter' after each email address)

Subject: Public-FinishLine demo Punch List R

Body: Please see the attached rep

Click the “View as HTML” link for the report you want to translate

8) Right click on the webpage with the report and select “Translate to Español” OR it may say “Translate to another language”, then select the language you want to translate the report to.

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Right-click and select “Translate to Español”

- Back
- Forward
- Reload
- Save As...
- Print...
- Translate to español
- OneTab
- Search
- View Page Source
- View Frame Source
- Reload Frame
- Inspect
- Speech

#	Type	Task	Description	Location	Action	Sub Contractor	Initials
4	I-Interior	Elect - Power/Lighting (T)	User Defined	Where Indicated	Action Required	Shockey's Electric	
		Wrong fixture, Replace with Model 797A - see photo					
		Action Required 7/20/20 Shockey's Electric					

BA

Now this report has been translated to Spanish, as you can see from the highlighted text.

9) Right-click, then select "Print"

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Condominios / Piso 01/104 (Tipo D) - Shockey's Electric

Right-click and select "Print"

9

Text has been translated to Spanish

#	Tipo	Tarea	Descripción	Ubicación	Acción	Subcontratista	Iniciales
1	Interior	Elect - Energía / Iluminación (T)	Isuário definido	Donde indicado	Acción requerida	Shockey's Electric	20/07/20
Fijación incorrecta. Reemplazar con el modelo 797A - ver foto							
Acción requerida 20/07/20 Shockey's Electric							

You can then **Save the Report** as a PDF and email out individually **OR** you may **Print** it and distribute the hard copy to the subcontractor(s).

7/14/2020

https://home.sfb.net/finishline/\_temp/11CC0638-04F1-4DEE-1C09513FD48D324report\_Shockey\_a\_Electric.htm

FINISHLINE ✓  
LIST MANAGEMENT SOLUTIONS

14/07/20

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#	Tipo	Tarea	Descripción	Ubicación	Acción	Subcontratista	Fecha de vencimiento	Iniciales
1	Interior	Elect - Energía / Iluminación (T)	Isuário definido	Donde indicado	Acción requerida	Shockey's Electric	20/07/20	
Fijación incorrecta. Reemplazar con el modelo 797A - ver foto								
Acción requerida 20/07/20 Shockey's Electric								

Print 3 pages

Destination Save as PDF

Pages All

Layout Portrait

More settings

Save as a PDF, then email or print and distribute the report

Cancel Save