## Create a New Language

Site Managers can create a new language. For each new language that is created, there is automatically one default dictionary generated that you can customize. A Site Manager may also opt to create any number of additional dictionaries for a language. (see Create a New Dictionary).

- 1. Log in with a Site Manager account.
- 2. Select Language from the control panel.

CONTROL PANEL -
Language
Security
Emails

show the Tool Panel.

3. Select **Create** from the Language Options menu on the right side. If you cannot see the menu,

>	
	Language Options
	🖸 Create 🚽 🗕
	Delete Selected
	🏓 Select All
	🔀 Reorder

4. Enter the Language Name and set the Status to active or inactive.

Create Language You are viewing: Control Panel > Language >	Create Lar	nguage	
Language Name: Xhosa	Status:	active	Ŧ
Save or Cancel			

5. Save. For each new language that is created, a new dictionary is automatically generated. After

saving you will be taken to the new dictionary so you can customize it.

- 6. Populate each dictionary label with new language terms (see Edit Dictionary Labels ). You can save your work and return to the dictionary later via the Control Panel.
- Optionally set up email notifications. Notifications for a new language are disabled, so a Site Manager must configure any email notifications (see Email Notifications topic in the Site Manager manual).

An active language is available to all campuses.