Instruction how to set display language Talent

Employees can change the display language themselves from Dutch to English and vice versa. This can be done in the following way:

- 1. Log in to Visma.net;
- 2. Click on your name in the top right, then on My details (Mijn gegevens);
- 3. Click on 🧹 in the My details tab;
- 4. Choose the correct language here at Language (Taal) and click on save (opslaan);
- 5. The change will take effect after you log in to Visma.net again.

To ensure that Talent & Payroll is displayed correctly in English, the language settings of the internet browser must also be changed. Below is the instruction for using Google Chrome and Microsoft Edge.

Google Chrome

- 1. Open Google Chrome on your computer;
- 2. Click on the top right and then Settings;
- 3. Click Advanced at the bottom;
- 4. Under Languages, click Language;
- 5. Click next to the language you want to use;
- 6. Click Show Google Chrome in this language;
- 7. Restart Google Chrome for the changes to take effect;
- 8. Click the question mark in the top right of Talent and then click Refresh menu;
- 9. Talent will now be displayed in English.

Microsoft Edge

- 1. Open Microsoft Edge on your computer;
- 2. Click •••• on the top right and then Settings;
- 3. click on languages;
- 4. Click •••• next to the language you want to use;
- 5. Click Show Microsoft Edge in this language;
- 6. Restart Microsoft Edge for the changes to take effect;
- 7. Click the question mark in the top right of Talent and then click Refresh menu;
- 8. Talent will now be displayed in English.

System Settings

When the English language is used, the company language English must also be checked under Application Maintenance \rightarrow System settings \rightarrow Company. After this, the system administrators can also change the preferred language of employees under Application Maintenance \rightarrow Authorisation \rightarrow User Maintenance. The employee will then have to refresh the menu or log in again. It is also important to check the maintenance pages for E-mail messages, Definitions and Templates. These must be created in English if necessary.

Primary language

An employee will only receive an English message from Talent if the English option is checked under the message and if the Primary language is set to English. This can be changed under Personal data \rightarrow Personal:



English option under messages:

ime:	Claim approved * (8
escription:	This notification is used when a claim has been approved without any changes.
bject:	Claim of {CALLNAME} {SURENAME} {CLAIM_CODE} for period: {CLAIMYEAR}-{CLAIMPERIODID} is approved
mail Body:	Font • Size • 註 註 非 水 ြ 箇 ◆ → 🖾 ☶ Ξ Ω
	B I \underline{U} S \mathbf{x}_{z} \mathbf{x}^{z} $\mathbf{\Delta}^{-}$ $\mathbf{E} \equiv \mathbf{E}$ \mathbf{Q} $\mathbf{b}_{z,\delta}^{b}$ Source
	The next claim has been approved
	Employee: {SHORT_NAME} ({EMPLOYEEID}) employed at department {DEPARTMENT_NAME}
	Claim code: {CLAIM_CODE}