

Garden & Associates Internet Account Sign-up Guide

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Go to www.gardentranslation.com and select **Request an Interpreter Online**.

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Select the hyperlink **Register for a password**. This will take you to the registration form.

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Complete the registration form using the correct email address and choosing a password you will easily remember. Select the submit key!

Note: If your organization has more than one person who requests interpreters, you may either register separately or share a login/password.

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Request an Interpreter

Thank you. Your profile has been created.
To request an interpreter, please complete this form and click 'Submit'.
When your request is processed, we will send you a confirmation via e-mail.
Note: All online requests must be made 48 hours prior to appointment.

Language:

Client Patient:

Client Phone Number:

Medical Rec./Chart File Number:

Date of Birth:

Appointment Date: [Click calendar to select date](#)

Appointment Time:

Length of Appointment:

Interpreter Preference:

Location of Appointment:

Department:

Phone Number:

Insurance Provider:

Insurance ID:

Comments:

Requested by:
(Please include your name and telephone number)

Request an interpreter by filling out the request form. Be sure the assignment information is accurate and complete.

Select the **SEND** button when finished. You will be directed to your account homepage.

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Thank You!

Your Request for an interpreter has been received. You will receive an e-mail when your request is confirmed. Click on a request below for a printer-friendly copy of your request.

[Submit Another Request](#) | [Log Out](#)

Pending Requests

Req. ID	Client	Appointment Date	Request Submitted
25631	Client Name	2008-02-29	2008-02-24

Confirmed Requests

There are no confirmed requests.

Your **Account Home Page** assigns the new request a Req. ID and lists it under Pending Requests..

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Welcome Jack Lakelack!

This page will help you keep track of your current requests for a Garden's interpreter. **Pending** requests are awaiting confirmation by Garden & Associates. **Confirmed** requests have had an interpreter assigned. [Click on a request for details!](#)

[Request an interpreter](#) [Log Out](#)

Pending Requests

There are no pending requests.

Confirmed Requests

Req. ID	Client	Appointment Date	Request Submitted
25631	Client Name	2008-02-29	2008-02-24

Review, modify or print pending and confirmed requests by selecting the request. To cancel a request, click on **modify / cancel** from the details

There are two ways to know your request is confirmed!

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Garden & Associates, Inc.
TRANSLATORS & INTERPRETERS
Interpreter Request
Jack Lakelack
Lakelack Law Offices
jck@lakelack.com

Request ID: 25631
Date of Request:
[Modify this Request](#)

Language: Spanish
Client Patient: Client Name
Client Phone Number: 234-234-2344
Medical Record / Chart File Number: 676667H
Date of Birth: 3-36-73
Appointment Date: 2008-02-29
Appointment Time: 5pm
Appointment Length: 5 hour
Interpreter/Gender Preference: Jose Caldeon
Location of Appointment: Mplewood Office 36 Beam Ave, Suite 200 Mplewood, MN
Department: none
Phone Number: 234-234-2344

Account Home Page

The assigned interpreter can be viewed on your account home page once the request has been confirmed by Garden & Associates.

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Subject: Interpreter Request Confirmation

Thank you for your online request!

Your request for an interpreter for February 2, 2004 has been confirmed by Garden & Associates.

Your interpreter will be Benjamin Franklin Youssouf.

To modify this request or print a confirmation, follow the link below to access your online account.

<https://secure.pajunas.com/www.gardentranslation.com/login.php>

If you have questions about your request, please e-mail janelle@gardentranslation.com, or call 952-920-6160.

Email Confirmation

A confirmation is automatically sent to your email address when the interpreter is assigned. Only the date of the request and the interpreter name are referenced due to privacy issues. To return to your account, follow the hyperlink and log in.

If you have any further questions regarding use of the Internet Account, please contact Garden & Associates at (952) 920-6160.