

TRANSFORMA.AUDIO

How to use Transforma.audio

Six steps to go from sign-up to a translated, transcribed sermon — with study guides and devotionals ready to send.

A guide for pastors, listeners, and volunteers

STEP 1 OF 6

Sign up & create your church

Screenshot · Step 1

Go to transforma.audio, create a free account with your church email, and name your church. You get 1 hour free — no credit card needed.

WHAT YOU'LL SEE

You'll land on the Dashboard with your church name in the top-left.

For Pastors

STEP 2 OF 6

Plug in your audio source

Screenshot · Step 2

Connect a USB mic, your soundboard's USB out, or use the laptop mic. In the Dashboard, pick the input device and watch the level meter respond to your voice.

WHAT YOU'LL SEE

The Audio Source dropdown shows your mic and a moving level bar.

For
Volunteers

For Pastors

STEP 3 OF 6

Start the recording & pick languages

Screenshot · Step 3

Choose your spoken language (e.g., English) and one or more languages your congregation needs (e.g., Spanish, Portuguese). Press the big Record button.

WHAT YOU'LL SEE

The Record button turns red and a live transcript starts streaming.

For Pastors

For
Volunteers

STEP 4 OF 6

Share the listener link

Screenshot · Step 4

Tap Share to copy the listener link or show the QR code. Your congregation opens it on their phone and picks their language — text captions or synthesized audio.

WHAT YOU'LL SEE

A QR modal appears with the live link and language flags.

For Pastors

For Listeners

STEP 5 OF 6

Stop recording & review the transcript

Screenshot · Step 5

When the service ends, press Stop. Transforma saves the full transcript and closes the live event automatically.

WHAT YOU'LL SEE

The session moves to Recording Events with status 'Completed'.

For
Volunteers

For Pastors

STEP 6 OF 6

Get your sermon resources

Screenshot · Step 6

Open the completed event. Within minutes you'll have a transcript, study guide, devotional, and outline — in every language you chose. Edit, download, or email them.

WHAT YOU'LL SEE

The Resources panel lists each asset with a language flag.

For Pastors

Need more help?

Browse our full documentation at [**transforma.audio/documentation**](https://transforma.audio/documentation)
or email [**support@transforma.audio**](mailto:support@transforma.audio) — we'll walk you through your first
service live.