Registrar & Listener Support Roles

Listeners

- Enquire
- Apply
- Pause
- Leave

Mobile:

Email: reg@ttnweb.uk

Website:

Wallet Notes

Registrars (2)

- Receive and process enquiries, requests & comments
- Maintain register of listeners
- Manage problems, advice & assistance
- Maintain data protection & safeguarding
- Coordinate actions with Listener Support Team

Listener Support Team

How to
- Operate player
- Receive & Return sticks
- Ask for help
- Pause or stop receiving TTN

- New Listener onboarding
- Initial listener training - home visit*
- Listener support by phone
- Listener support - home visit*
- Audio player - allocation records, stockholding
- * Home visits in pairs for safeguarding compliance

Data transfer by cloud

Reading Teams

- Receive TTN by post
- Listen and enjoy
- Feedback by phone or note
- Return wallet by post

- Process returned wallets
- Forward notes to registrar
- Scan labels and follow issue / delete instruction
- Issue new TTN to listeners

TTN Registrar v1.3