

Stephen Bishop

From: admin@nrpsi.org.uk
Sent: 09 April 2014 15:34
To: stephen@nrpsi.org.uk
Subject: NRPSI Website Users update #1

Thank you for registering to access the NRPSI Register of accredited interpreters. This will help us to inform you of developments at the NRPSI, and to obtain feedback from users on future developments.

A reminder that all interpreters on the NRPSI Register have met the annual criteria for registration and are able to provide a NRPSI Photo ID Card as evidence of their identity on request.

The following provides information on some changes we have made to the service and some tips on getting the most from the Register.

Service update

Following feedback from users, we have increased the maximum number of results provided by a search from 25 to 50.

We have also added the option 'Log me in automatically' on the 'Login to your Account' screen which, if selected, will keep the user logged in until they choose to log out, thus obviating the necessity to keep entering your password. If you do not wish to do this (for example if it conflicts with your organisation's security policy), there is also the option to 'Remember my email address' which can be selected to speed up the login process. The yellow 'My Account' box at the top of the screen indicates that you are logged in.

Search tips

The search engine is on every page of the NRPSI website. Select the language you require (pressing the first letter of the language will take you straight to that part of the alphabetical list) and the postcode where the interpreter will be asked to carry out the work. It is only necessary to enter the first part of the postcode to carry out the search, but entering the full postcode increases the accuracy. If you are unsure of the postcode, there is a link to the free Royal Mail Postcode Finder service.

Unless you have very specific requirements, such as working with children, it is recommended that you leave the clearance filter at the default 'Any Security Clearance' which will provide the widest range of Registrants. The security clearances held by Registrants are visible on the online record.

The results are ordered in strict distance order (ie point to point) from the entered postcode, for the first 50 Registrants in that language. There is a link on each Registrant's record to Google Maps which shows the distance and route from the postcode entered to the first part of the Registrant's postcode (we do not reveal a Registrant's full postcode for privacy reasons) as calculated by Google. The user is therefore provided with both the point to point and 'real world' calculations of distance.

There is a specific section on the website providing guidance on using the search facilities:

<http://www.nrpsi.org.uk/for-clients-of-interpreters/searching-the-register.html>

Further information and contacting NRPSI

There are extensive FAQs on the website which you may find helpful if you have queries not covered in this email:

<http://www.nrpsi.org.uk/about-us/frequently-asked-questions.html>

If your query is not covered there or you have suggestions for further developments there is a 'Contact NRPSI' section under My Account which provides a convenient way of emailing NRPSI (with the option to receive a copy of your own email).

With kind regards,

Stephen Bishop
Executive Director

National Register of Public Service Interpreters
www.nrpsi.org.uk
a not-for-profit organisation

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