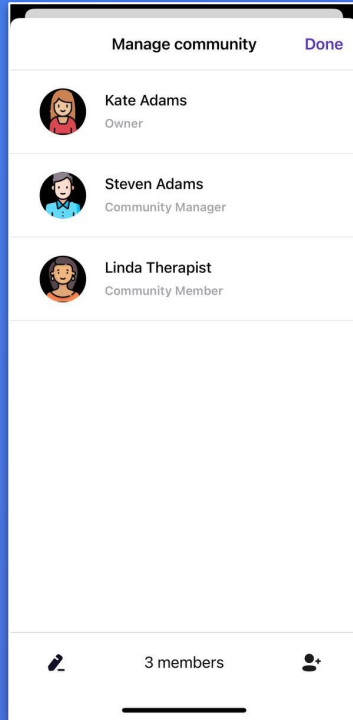


Managing the Community

- The Admin and managers of the TippyTalker community can add or remove participants.
- The Admin can give roles to new participants.

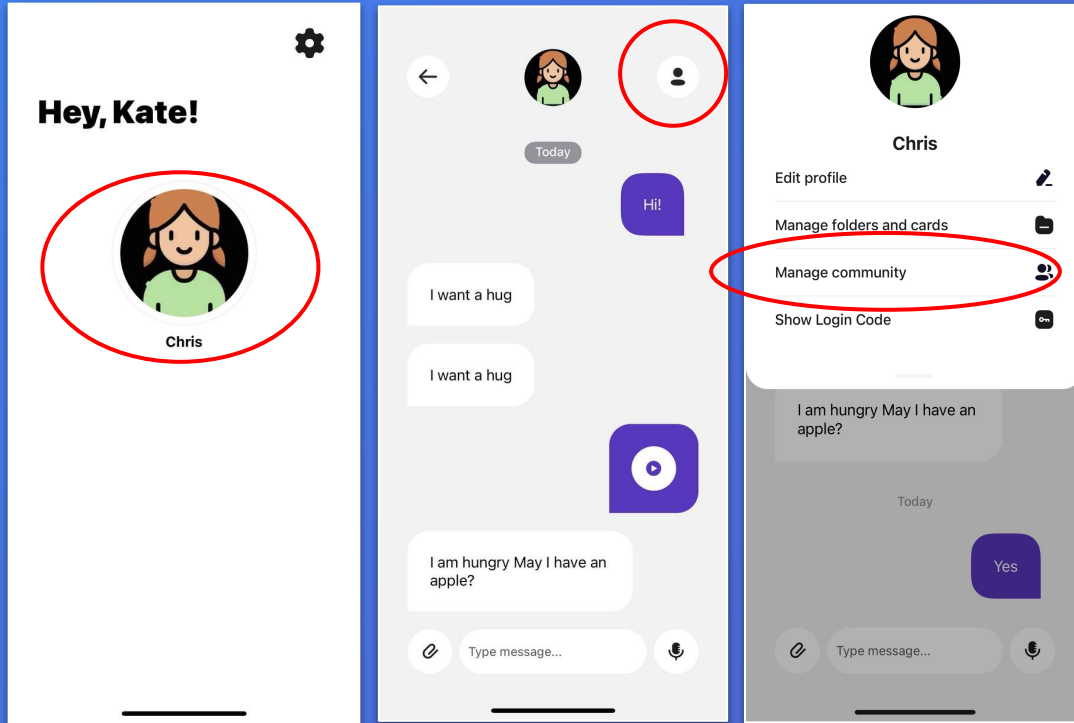


Managing the Community



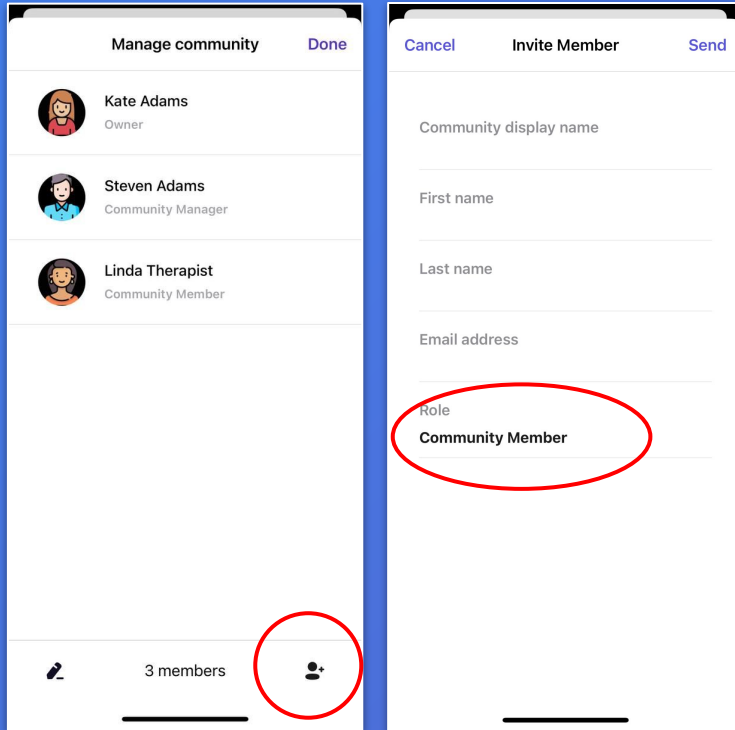
- TippyTalk is a secure messenger, ensuring that outsiders cannot enter the TippyTalker community.
- All community participants are visible in the application to the Admin and managers.
- You can view them in the TippyTalker's management menu under 'Manage Community'.

Adding a Community Participant



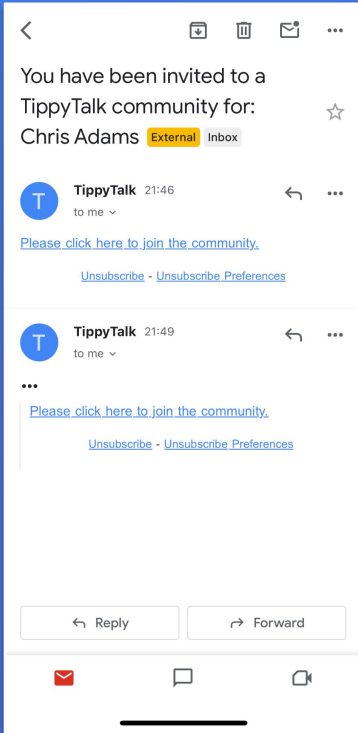
1. From the Admin Home Screen, tap the TippyTalker's icon
2. Tap the profile button in the upper right
3. Tap Manage community

Adding a participant and choosing roles



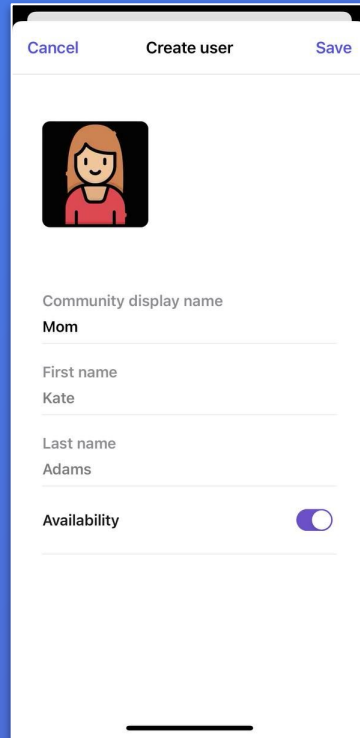
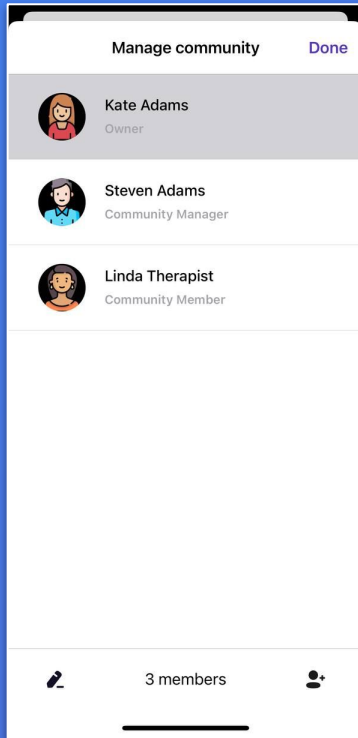
1. Tap the icon with a plus sign in the bottom right corner and enter the required information. Be careful while choosing a Role. Tap 'Send' to send an invitation to their email address.
2. Roles include:
 - a. Community Manager: can manage the community (members only) and cards, and communicates with the TippyTalker.
 - b. Community Member: can only communicate.

Accepting the invitation



→ The recipient of the invitation must download the TippyTalk Mobile application on their device and register using the email address to which the invitation was sent. Then, they will be able to join a TippyTalker's community.

Managing the Admin profile



- In the 'Manage community' section, you can select yourself to change your display name for the TippyTalker.
- You can also hide yourself from the TippyTalker by using the 'Availability' button.