



## Glossary Page

*We've compiled a glossary page for you to understand the website terminology on the Setting The Standard (StS) Authorities app*

### **Account**

A component listed on the Side Menu which allows you to access and update your user *Profile*, *Logout* or *Change Password*.

### **Actions**

A component accessible via the *Dashboard* and *Side Menu*. You can monitor actions that have been or need to be completed by a provider. Actions are related to documents, certificates, and hazards.

### **Activity**

A component on the *Dashboard* which allows you access to the *Actions* and *Correspondence* page.

### **Approval**

A component on the *Dashboard* which refers to the *Buildings* page, where properties and units are uploaded onto the StS app by a Provider user. Authority users are required to approve or reject properties/units listed, confirming if these are being used by TA teams for placements.

### **Asset**

A component on the *Dashboard* which provides you access to the *Buildings* and *Units* pages on the StS app.

### **Buildings**

Refers to the *Buildings* page, where properties and units are uploaded onto the StS app by a Provider user, which requires approval or rejection by an Authority user.

### **Change Password**

The action of invalidating your current password for an account on the StS app and then creating a new one.

### **Correspondence**

A component of the StS app where an Authority user can directly message a Provider user.

### **Dashboard**

The index page of the control panel for the StS app.

### **Grade**

A grading system, set by StS, allowing Authorities to view the overall suitability of accommodation both in-borough and out of borough with confidence, without necessarily having to carry out their own physical inspection. This reduces the inspection burden on both Providers and Authorities.

### **Home Page**

The main page that displays when you log into the StS app.

**In Progress**

The refers to the *Actions* component of the app and corresponding tiles. You can filter actions, selecting the *In Progress* filter. Actions that need to be completed by a provider will display. Actions are related to documents, certificates, and hazards updates, which must be shared with the StS Coordinators and Inspections team via the app. All actions are verified by StS Coordinators and the Inspections team.

**Logout**

An action to exit from your account on the StS app.

**People**

A component on the *Dashboard* which allows you to access the *Providers* and *Users* page.

**Providers**

A landlord, B&B, Hotel, or TA who has registered and uploaded their property/units onto the StS app. You can view a full list of Providers registered to the StS app, by clicking on the *Providers* page.

**Raised**

Refers to the *Correspondence* component and corresponding tiles. An Authority user can *raise* correspondence by sending a message to a Provider directly via the StS app.

**Responded**

Refers to the *Correspondence* component and corresponding tiles. An Authority user can view a *response* sent by a Provider, relating a to a message raised by an Authority user.

**Resolved**

Refers to the *Correspondence* page and corresponding tiles. An Authority user can view the response message sent by a Provider user, that has been archived by selecting the *Response* filter.

**Tile**

A tile-style design featuring stackable blocks. Each block contains a piece of content – images, text and links – and fits like a grid on the StS *Dashboard* and *Home Page*.

**Things To Do**

Actions on the Sts app that requires an Authority user's attention. This usually refers to *Buildings to authorise* and *Category 1 notification settings*.

**Units**

Applies to accommodation secured by Authorities on a nightly-rate basis and includes Bed and Breakfast establishments, Bedsit-type accommodation, Hostels and self-contained studio units.

**Verification**

Refers to the *Actions* component and corresponding tiles, where documentation and certification that has been uploaded onto the StS app by a Provider user and requires approval by the StS Coordinators and Inspections team.

**Verified**

Refers to the *Actions* component and corresponding tiles, where documentation and certification that has been uploaded onto the StS app by a Provider user and has been approved by the StS Coordinators and Inspections team.