https://www.figma.com/file/RVozcbgs5uih7rVy4vXMfK/Support-Portal-Brainstorming-Workshop? type=whiteboard&node-id=0-1&t=IFDHIKd3gIYgwWEL-0

# Where is NTS available?

Do not write underneath the 'Folder' headings

Mobile Apps 🎇

You can get our <u>iOS app</u> for iPhone and iPad via the App Store.

You can get our Android app via Google Play.

Please check the store listing pages for information on supported operating system (OS) versions, and availability.



You can access our website <u>nts.live</u> on any of our supported web browsers:

- Chrome
- Safari
- Firefox
- Edge

To ensure the best experience possible, please make sure your browser is up to date.

### Progressive Web App (PWA)

<u>Our site</u> is actually a PWA (progressive web app) - so if you're keen on having something that feels like a native app for your computer, you can install our PWA.

This is easy through Google Chrome or Microsoft Edge, just head to our site and then click the browser's more menu (three dots) and look to 'Install NTS Radio'.

This isn't supported on Safari yet, but if you download the app through Chrome/Edge this doesn't mean you have to continue using those browsers.

See instructions on how to install PWAs

If you use NTS on a mobile device, we recommend installing one of our mobile apps.



### Sonos

NTS is available on Sonos. To get started:

- 1. In your Sonos app, head to 'Add a service'
- 2. Search for NTS Radio and add
- 3. You'll now have access to live channels 1 and 2, as well as all our Infinite Mixtapes

Happy listening!

### CarPlay

The iOS NTS app is supported by Apple CarPlay. To get started:

- 1. Make sure that you have the <u>NTS Radio app</u> installed on your iOS device
- 2. Connect your device to your car
- 3. Once connected, the NTS app will appear in your CarPlay dashboard
- 4. You may want to <u>rearrange the order of your CarPlay apps</u>

Enjoy NTS on the road!

## Creating a My NTS Account

### Create a Free Account

#### Web

Check out <u>www.nts.live/my-nts</u> to set up your My NTS account. With it, you can mark your favourite hosts, bookmark episodes, save tracks, and revisit them anytime you like.

If you don't have an account yet, you'll be prompted to sign up when you try to favourite, bookmark, or save something, so all your stuff is synced across all your devices.

To manage your account settings, go to the <u>Account</u> page.

Mobile Apps

When you download the app, you'll get a quick intro to NTS, then you can click 'Get Started' to create a free account. If you skip this step, you'll be reminded to sign up when you try to favourite, bookmark, or save something.

To sign up or log in, go to the bottom right corner of the app's home screen and tap the person icon in the top right. This is where you can get to all your account features and settings.

### Upgrade to a paid NTS Supporters account

Want to get more out of NTS? Head to <u>www.nts.live/supporters</u> to check out our paid Supporters scheme. The subscription costs vary, and you can choose monthly or yearly auto-renewal. <u>NTS</u> <u>Supporter</u>

Here's what you get with a Supporters account:

- Enhanced tracklists and new features
- 20% off NTS merch and exclusive drops for Supporters
- 50% of proceeds go to NTS Residents
- Supporter-exclusive newsletter and Discord channels
- You can submit a show for Supporter Radio

Take a look and see what fits best for you!



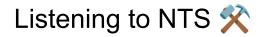
If you want to get the latest NTS news via e-mail, then consider signing up to our <u>newsletter</u>. These are the sort of updates you can expect from us:

- Recent radio highlights, picking out some of our most interesting shows. We'll send these roughly every fortnight.
- Updates on the latest goods and records drops on the NTS store sent out as soon as items are released.
- Announcements for both ticketed and free NTS events.

We use predicted locations with our newsletter client, <u>Mailchimp</u>, to avoid sending you e-mails about events that aren't near where you are based. For more information on how we use Mailchimp, you can view our <u>privacy policy</u>.

If you're an NTS Supporter, we may also send you updates regarding new features or perks relating to your subscription. You can opt-in to further Supporter newsletters under the <u>e-mail</u>

preferences section of My NTS, such as Note To Subs, a quarterly with longreads about music culture, and exclusive content from hosts and staff.



## Live Radio 🛠

NTS Radio broadcasts 24/7 across 2 live channels. We have studios in both London and LA and broadcast shows from over 50 countries around the globe. Both channels play a diverse range of sounds, and are programmed with a mixture of regular resident shows, guest shows, and special broadcasts.

You can tune into either channels via our website or one of our apps.

- <u>NTS website</u> at the top of the page
- <u>iOS app</u> or <u>Android app</u> on the **Live** home page

Find out what's playing and how to customise your own schedule via the <u>Upcoming Schedule</u> or follow the <u>NTS Radio Instagram</u> where we post our daily programs.

You can also join us on our <u>Discord Channels</u> where you can interact with our hosts and other listeners in real-time.

NTS Radio is and will always be free for our listeners. However, as an NTS Supporter you can help to keep our channels ad-free, support our resident hosts and keep our platform running. As a bonus, you'll also get access to a bunch of Supporter-only perks such as live tracklists.

Find out more on how to Become an NTS Supporter.



NTS Radio is proud to have one of the largest independent radio archives in the world. All tens of thousands of our resident and guest shows, as well as special broadcasts have been archived. They can all be listened back to for free at any time.

### **Exploring the Archive**

Here's a quick guide on our expansive archive:

• <u>NTS Picks</u> Start here. These are recent radio highlights handpicked by the NTS team. <u>Collections</u>

Themed playlists showcasing the breadth of the NTS archive. Curated by NTS.

- <u>Residents</u> All our resident hosts and shows, old and new.
- <u>Guests</u> Special one-off appearances we've had on NTS Radio.
- <u>Series</u>

In-house radio series produced by NTS spanning all types of sounds and subjects.

On the **apps**, you'll find our archive via the **Discover** page, from the bottom navigation.

If you're looking to set a particular mood, check out our <u>Infinite Mixtapes</u> or see how to <u>Explore</u> by Mood or Genre.

You can also use our search feature to look for specific tracks, artists, hosts and guests.

### Tracklists and Timestamps

For the majority of archived episodes, a full tracklist will be posted.\* As an NTS Supporter, you'll also have some useful additional features including timestamps\*\* on the tracklists, as well as live tracklisting. Find out more in our <u>Live and Archive Tracklisting</u> article.

Find out how to Become an NTS Supporter.

\*Tracklists are provided by our NTS DJs, and may not always be available. Tracks that are rare or yet to be released may not show up on live tracklisting.

\*\*Timestamps only appear for archived episodes from 2023 onwards, and rely on audio fingerprinting software so do not have 100% coverage.

## Infinite Mixtapes 🛠

Unsure what to play? We have 16 expertly curated music-only radio streams, made up of NTS resident and guest shows running 24/7. All you need to do is pick a mood and dive right in. Check out the Infinite Mixtapes on:

- NTS website
- In the <u>iOS app</u> or <u>Android app</u> via the **Mixtapes** page from the bottom navigation

As an NTS Supporter, when listening to Infinite Mixtapes you'll also have the ability to see what tracks are playing live.\* Find out more in our <u>Live and Archive Tracklisting</u> article.

Find out how to Become an NTS Supporter.

\*Live tracklists only appear for archived episodes from 2023 onwards, and rely on audio fingerprinting software so do not have 100% coverage.

## Schedule

### **Upcoming Schedule**

### Web Access

Visit the official <u>NTS schedule page</u>. You can also expand the player on the Web App by clicking on one of the live show headings, then selecting either "Next on 1" or "Next on 2".

### **Mobile Access**

If you are using the NTS Mobile App, navigate directly to the schedule by clicking on one of the live show headings.

### Personalised Upcoming Schedule

Look for the calendar icon with a heart in next to the live players on both the web and app platforms. This feature displays your personalised upcoming schedule, showing when your favourite hosts' next shows are airing, along with recommendations based on your preferences and popular shows.

### **Social Media Updates**

We also post daily schedule graphics on our <u>Instagram</u> stories and  $\underline{X}$  (formerly Twitter) every morning. Follow us on these channels to stay updated with the latest upcoming shows.

### Find a Show or Song that was playing

### **Finding a Show**

To locate a specific show, please submit a support request with the following details:

- Your timezone
- The time you were listening
- The channel you believe you were tuned into

### **Finding a Song**

If you remember the time the song was playing, you can check our live tracklist channels on Discord. Please note that these are available exclusively to our Supporters.

### Accessing the Archive

Our archive is updated daily. If you miss a show or song, you can typically find it in the "Latest Broadcasts" section a few days after airing. For older shows, use the archive search feature by entering a known track to locate the relevant shows.



## Explore by Mood or Genre 🛠

You can explore all tens of thousands of shows in our Archive with the help of our filters.

• Web:

Go to the Explore page to see Mood and Genre filters

• Apps:

Go to the **Discover** page from the bottom navigation, then to the **Latest** tab, and select **Explore by Genres** to open up the filters

### Explore by Mood

Select **Moods** to find 10 curated playlists. Select any to see all our episodes that match that mood, and dive straight in.

### Explore by Genre

Select **Genres** to find a large list of primary and secondary genre tags. Select any to see all our archived episodes tagged with that genre.

Tip: You can search by more than one Genre tag at time, and even do so alongside a Mood too.

### **Music Only and Focused Filters**

As an NTS Supporter, you'll also have access to some other handy ways to explore the archive which you can find alongside the Mood and Genre filters.

The **Music Only** filter does what it says on the tin. It will only show you episodes without any talk.

The **Focused** filter helps you to hone into one particular genre. By default, when you select genre tags, the list will show you all episodes that have *at least* those tags but they may also have additional tags. With the Focused filter on, the list will show you episodes that *only* have those tags, allowing you to dig deeper into particular styles.

Find out how to Become an NTS Supporter.

## Favourite Hosts and Bookmark Episodes 🛠

Keep note of all your favourite hosts and episodes while listening by using our favouriting and bookmarking features. You don't need to be an NTS Supporter to use these features, but you will need to sign up for a free My NTS account and be logged in.

### **Favourite Hosts**

Favouriting hosts will add them to a list in your My NTS section where you can easily find them and view all their archived episodes. They'll also be added to your <u>personalised schedule</u> and you can <u>get notified when they are broadcasting live</u>.

To favourite a host, simply look for the heart button  $\heartsuit$  on any of the show or episode pages. You can also favourite hosts via the player while listening.

If you're really loving what you're listening to live, you can favourite a host straight away by expanding the live player and clicking through to the episode page via the title (on Android you can click directly on the episode title on the Live home page). There you'll find the option to favourite the host.

To view your favourited hosts:

- Web: Go to My NTS in the top right (or via the menu if you're on mobile), sign in, and to the Hosts tab.
- Apps: Go to the My NTS page from the bottom navigation, to the Hosts tab, and sign in.

### **Bookmark Episodes**

Listen back to all your favourite episodes by bookmarking them.

To bookmark an episode, select the bookmark button  $\square$  on any of the episode pages, or via the player while listening.

You can also bookmark an episode that is playing live. Simply expand the live player and click through to the episode page via the title (on Android you can click directly on the episode title on the Live home page). There you'll find the option to bookmark the episode.

To view your bookmarked episodes:

- Web: Go to My NTS in the top right (or via the menu if you're on mobile), sign in, and to the Episodes tab.
- **Apps:** Go to the My NTS page from the bottom navigation, to the Episodes tab, and sign in.



**Note**: This feature is only available on the <u>iOS app</u> or <u>Android app</u>. It's not available on the NTS website.

Never miss when your favourite hosts are broadcasting live by setting up your live notifications! You don't need to be an NTS Supporter to use this feature, but you will need to sign up for a free My NTS account and be logged in.

### What are Live Notifications?

Live notifications keep you in the loop by sending you a push notification whenever one of your favourite hosts starts a live broadcast. You won't miss a beat.

Learn how to Favourite a Host.

### **Turning on Live Notifications**

- 1. Make sure you're logged in to your My NTS account on the NTS app
- 2. Head over to the My NTS section in the bottom navigation and select the account button in the top right corner

Note: On iOS, also click through to Settings

- 3. Look for Live Now under Notifications and switch it on
- 4. Confirm any app permissions requests that come up

**Note**: If you have dismissed these previously, you will have to manually give the NTS app Notification permissions through your device settings.

See how to do this on <u>iOS</u> or <u>Android</u>.

### **Testing Notifications**

Want to see if it works? Check the schedule from the Live home page and find a host on Channel 1 or 2 going live soon.

Favourite them  $\heartsuit$  and you should get a notification when they begin!

### **Notification Issues?**

Check out our Live Notifications Troubleshooting article.

Live and Archive Tracklists 🛠

### **Archive Tracklists**

Most of our episodes are uploaded with full tracklists\*, which are available to everyone.

As an NTS Supporter, you'll also be able to see timestamps\*\* alongside the tracklists so you can identify and save your favourite tracks even more easily. Find out more about <u>Saving</u> <u>Tracks</u>.

Learn more about how to Become an NTS Supporter.

#### Live Tracklisting

You can dig even deeper with live tracklisting\* features available only for NTS Supporters. See what tracks are playing in real time, whether you're listening to <u>Live Radio</u>, the <u>Archive</u>, or <u>Infinite Mixtapes</u>. Note that you'll have to be signed in to see these features.

If you're not already one, learn how to Become an NTS Supporter.

#### • Live Radio

**Web:** Look for the Tracklist button at the top of the page, next to the live radio players. Once selected and signed in, a new window will open where you'll be able to select the channel and see the latest 3 tracks played.

**Apps:** While playing one of the live channels, expand the player at the bottom of the screen to view the latest 3 tracks played.

#### • Archive

The Archive live tracklisting feature will always show the most recent track from where you are playing. So if you scrub forward or backward in the mix, it will always show the track closest to where you landed.

**Web:** While listening to an archived episode, open the Music icon **I** on the left of the player (or above if you are on mobile) to see the live tracklist.

**Apps:** While listening to an archived episode, expand the player at the bottom of the screen to view the latest 3 tracks played.

#### • Infinite Mixtapes

**Web:** While playing an Infinite Mixtape, select the Tracklist icon **—** to the right of the player to see the latest 3 tracks played.

**Apps:** While playing an Infinite Mixtape, expand the player at the bottom of the screen to view the latest 3 tracks played.

\*Tracklists are provided by our NTS DJs, and may not always be available. Tracks that are rare or yet to be released may not show up on live tracklisting.

\*\*Timestamps only appear for archived episodes from 2023 onwards, and rely on audio fingerprinting software so do not have 100% coverage.



Keep note of the names and artists of all your favourite tracks played on NTS by saving them. You don't need to be an NTS Supporter to use this feature, but you will need to <u>sign up for a</u> <u>free My NTS account</u> and be logged in. You can save tracks via:

### • Archived Episode Pages

Most of our episode pages are uploaded with full tracklists\*, and you can save any of the songs listed by selecting the Save Track icon O. If a track has been saved, the icon will change to  $\bigcirc$ .

### • Player

If you are an NTS Supporter, you can also save tracks shown in the live tracklist while listening back to an archived episode or Infinite Mixtape by expanding the player and selecting the O icon.

To identify your favourite tracks more easily, you can unlock <u>timestamps and live tracklisting</u> <u>features</u> by <u>becoming an NTS Supporter</u>.

\*Tracklists are provided by our NTS DJs, and may not always be available. Tracks that are rare or yet to be released may not show up on live tracklisting.

### **Viewing Saved Tracks**

View all your saved tracks by heading to the Tracks section of My NTS. From here you'll also be able to listen back to episodes that feature any of your tracks, and discover other tracks played on NTS by the same artists.

• Web: Go to My NTS in the top right (or via the menu if you're on mobile), sign in, and to the Tracks tab.

• **Apps:** Go to the My NTS page from the bottom navigation, to the Tracks tab, and sign in.

Happy digging!

# Up Next and Auto-play 🛠

The **Up Next** feature helps take the decision making out of what to play next by queuing up some suggested episodes. It's available across the website and apps, and will work automatically when you play anything from our <u>Archive</u>.

Here's how it works:

### Archived Episodes

When you start listening to an episode, Up Next queues similar episodes based on genre and mood. You'll typically see one episode from the same show, and two others with a similar vibe.

### • Episodes in Collections

Up Next will queue up other episodes from that same collection, making it easy to keep the marathon going.

### • Bookmarked Episodes

When you play an episode you've bookmarked, Up Next will queue up other episodes in your Episodes list. All your faves, back to back.

Find out how to Bookmark Episodes

You can see what episodes are in your queue by expanding the player.

You'll also see a switch for **Auto-play**, which when turned on will play the next episode when the current one ends without stopping.

# Chatroom / Discord

### Join Discord

We use Discord to host our chatroom for channels 1 and 2, verified NTS resident accounts, cool bot integrations, Supporter-exclusive channels and loads more.

You can join the chat here: https://discord.gg/nts-chat

If you haven't ever used Discord before and are finding this a bit overwhelming, check out this guide: <u>https://www.wikihow.com/Get-Started-with-Discord</u>

If you're an NTS Supporter, unlock Supporter channels by linking your NTS account: <u>https://www.nts.live/my-nts</u>

## Navigating Discord

When you arrive on the Discord, you'll be asked to read through our rules and accept that you will adhere to them. You can find these rules in the **readme** channel at all times.

Underneath, you'll see **announcements** which are used to notify our community of upcoming exciting new projects and releases.

Then you have:

#chat channel, for all general discussion, music or otherwise.

**#live-on-1** or **#live-on-2** for their respective live chats.

**#listener-picks** for you guys to show some love for some of your favourite on-demand episodes.

In this channel, we've got a bot engaged. You can type /pick at the start of your message followed by an episode URL to pick a recent show for us to include in regular Listener Picks collections here <u>www.nts.live/radio/collections</u>.

**#supporter-info** where you can learn more about signing up to Supporters, after which 10 exclusive Supporter-only channels will be available to you.

**#listener-picks** for you guys to show some love for some of your favourite on-demand episodes.

In this channel, we've got a bot engaged. You can type /pick at the start of your message followed by an episode URL to pick a recent show for us to include in regular <u>Listener Picks collections</u>.

### **Discord Rules**

Before you dive into our Discord, please read through our guidelines below:

https://docs.google.com/document/d/11ND5IQYvbiLTZH89uJbY8J6BVmA\_Cw8DIATpPDVIKF4/ edit?usp=sharing

NTS staff and chat moderators may delete your posts, kick, or ban you if you don't follow the guidelines.