



Launching Loop Communications Kit Catalogue

UK&I | November 2025

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- 2.** Phase 1 - Awareness
- 3.** Phase 2 - Knowledge
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- 5.** Additional Assets

Introduction

As well as the workbook we've provided to help you think about what you need to communicate to your end users about Loop, we have also created a library of assets that you can use to execute your comms plan. From posters and leaflets, digital banners and videos to written templates, there is lots to choose from that best suits your organisation.

Many of the items within the library as well can be personalised, either by yourselves or via the Allocate design team. More information on how you can request the assets, including those that require personalisation, can be found in the Communications Vault.

Phase 1 - Awareness

Phase 1 - Awareness

Print Assets

- Roller Banner
- A2 Poster
- A5 Leaflet

Digital Assets

- Email Signature
- Digital Banner
- Screen Saver
- Countdown Screen
- Social Media Imagery

Written Templates

- Article Template
- Email Template

Phase 1 - Awareness

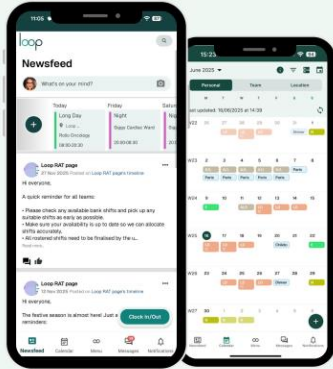
Print Item: Roller Banners

- A large format printed item that can be placed in large staff footfall areas for impact.
- Available in all 3 messaging streams.

Can this be personalised?	Yes
What can be personalised?	Your logo Internal contact details
Supplied Format	Supplied as a print ready PDF, ready for you to send to a professional printer. Size: 2000mm tall x 800mm wide

Keeping you
in the Loop





Loop, your new app to keep you connected with your workmates and in control of your work life

- Connect with and message colleagues easily, without having to give out your personal number or email
- Get auto added to staff groups, based on your roster, to chat with your team
- Get the latest workplace news and updates direct to your newsfeed

Plus, manage all aspects of your working life easily, including:

- View and manage your roster on the go
- Book annual leave at the touch of a button
- Book vacant shifts anytime and anywhere
- Request the duties you want to work well in advance
- Log your call outs on the go

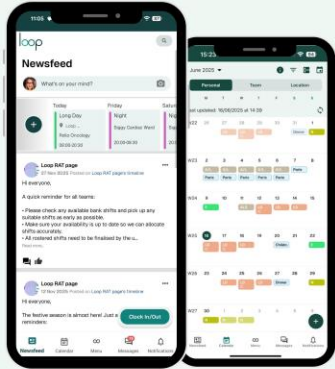
Coming Soon
For more information, contact:
<contact details>





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Coming Soon



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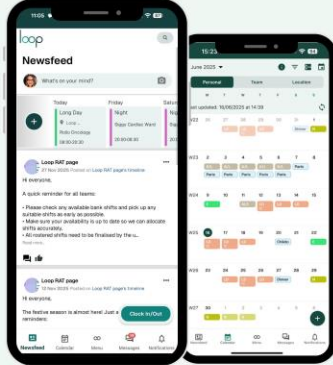
Phase 1 - Awareness

Print Item: Roller Banner

- Messaging Steam 1

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Coming Soon
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YOUR LOGO

 RLDatix

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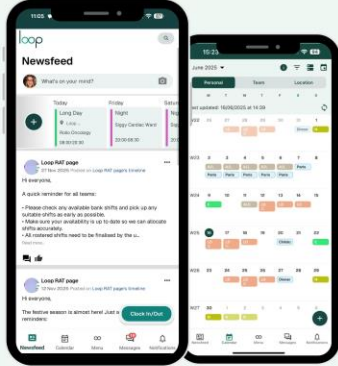
Phase 1 - Awareness

Print Item: Roller Banner

- Messaging Steam 2

Stay in the Loop with your work life





Manage all aspects of your roster and working life with our brand new app, Loop

Manage all aspects of your working life, including:

- View and manage your roster on the go
- Book annual leave at the touch of a button
- Book vacant shifts anytime and anywhere
- Request the duties you want to work well in advance
- Log your call outs on the go

Plus stay in the loop with your colleagues and our latest news!

- Send direct messages between colleagues and teammates
- Get the latest workplace news and updates direct to your newsfeed

Coming Soon
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<contact details>

YOUR LOGO

 RLDatix

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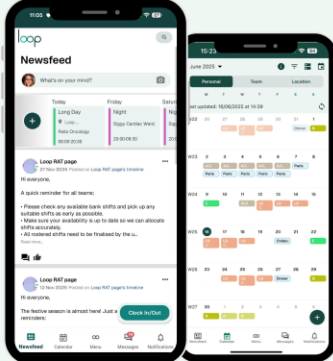
Phase 1 - Awareness

Print Item: Roller Banner

- Messaging Steam 3

Shifts at your fingertips





Easily book bank shifts anytime and anywhere with our new app, Loop

- Book unfilled namk shifts on the go
- View available shifts anytime and anywhere
- Manage and confirm your timesheets at the touch of a button

Plus stay in the loop with your colleagues and our latest news!

- Connect with colleagues and send direct messages to each other
- Get the latest workplace news and updates direct to your newsfeed

Coming Soon
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YOUR LOGO

 RLDatix

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Phase 1 - Awareness

Print Item: A2 Posters

- A traditional staple for creating awareness, ideal for noticeboards and wall space in staff break areas or high footfall areas.

Can this be personalised?	Yes
What can be personalised?	Your logo Internal contact details
Supplied Format	Supplied as a print ready PDF, ready for you to send to a professional printer. Size: A2 portrait

Keeping you in the loop



Loop, your new app to keep you connected with your workmates and in control of your work life

- Connect with and message colleagues easily, without having to give out your personal number or email
- Get auto added to staff groups, based on your roster, to chat with your team
- Get the latest workplace news and updates direct to your newsfeed

Plus, manage all aspects of your working life, including:

- View and manage your roster on the go
- Book annual leave at the touch of a button
- Book vacant shifts anytime and anywhere
- Request the duties you want to work, well in advance
- Log your call outs on the go

Coming Soon
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<contact details>

YOUR LOGO

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Coming Soon

YOUR LOGO

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Phase 1 - Awareness

Print Item:
A2 Posters

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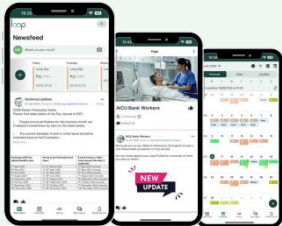
- View and manage your roster on the go
- Book annual leave at the touch of a button
- Book vacant shifts anytime and anywhere
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- Log your call outs on the go

Coming Soon
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YOUR LOGO

 RLDatix

Stay in the loop with your work life



Manage all aspects of your roster and working life with our brand new app, Loop

Manage all aspects of your working life, including:

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Plus stay in the loop with your colleagues and our latest news!

- Send direct messages between colleagues and teammates
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YOUR LOGO

 RLDatix

Shifts at your fingertips



Easily book bank shifts anytime and anywhere with our new app, Loop

- Book unfilled bank shifts on the go
- View available shifts anytime and anywhere
- See who you are working with when your shift is confirmed

Plus stay in the loop with your colleagues and our latest news!

- Connect with colleagues and send direct messages to each other
- Get the latest workplace news and updates direct to your newsfeed

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YOUR LOGO

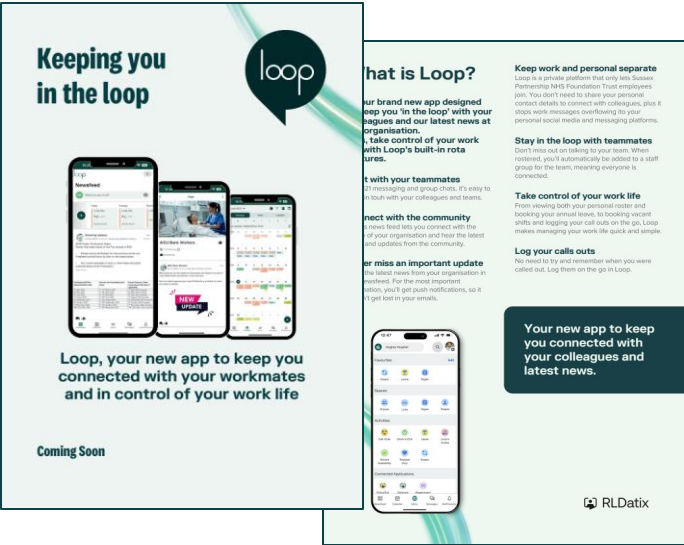
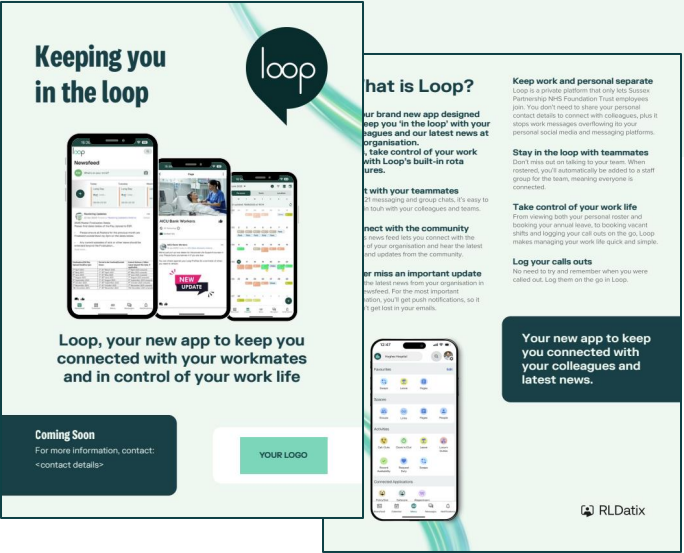
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Phase 1 - Awareness

Print Item: A5 Leaflet

- A perfect takeaway to hand out and let people find out more information about Loop at their own, convenient time. Ideal for displaying in staff information areas or handing out in morning briefings.

Can this be personalised?	Yes
What can be personalised?	Your logo Internal contact details Name within text
Supplied Format	Supplied as a print ready PDF, ready for you to send to a professional printer. Size: A5 portrait. Double-sided



Phase 1 - Awareness

Print Item: A5 Leaflet

Keeping you in the loop



Loop, your new app to keep you connected with your workmates and in control of your work life

Coming Soon

For more information, contact:
<contact details>

YOUR LOGO

What is Loop?

Its our brand new app designed to keep you 'in the loop' with your colleagues and our latest news at our organisation. Plus, take control of your work life with Loop's built-in rota features.

Chat with your teammates
With 121 messaging and group chats, it's easy to keep in touch with your colleagues and teams.

Connect with the community
Loop's news feed lets you connect with the whole of your organisation and hear the latest news and updates from the community.

Never miss an important update
Read the latest news from your organisation in the Newsfeed. For the most important information, you'll get push notifications, so it doesn't get lost in your emails.

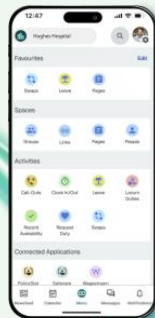
Keep work and personal separate
Loop is a private platform that only lets Sussex Partnership NHS Foundation Trust employees join. You don't need to share your personal contact details to connect with colleagues, plus it stops work messages overflowing into your personal social media and messaging platforms.

Stay in the loop with teammates
Don't miss out on talking to your team. When rostered, you'll automatically be added to a staff group for the team, meaning everyone is connected.

Take control of your work life
From viewing both your personal roster and booking your annual leave, to booking vacant shifts and logging your call outs on the go, Loop makes managing your work life quick and simple.

Log your calls outs
No need to try and remember when you were called out. Log them on the go in Loop.

Your new app to keep you connected with your colleagues and latest news.



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Phase 1 - Awareness

Print Item: A5 Leaflet

Stay in the loop with your work life



Manage all aspects of your roster and working life with our brand new app, Loop

Coming Soon

For more information, contact:
<contact details>

YOUR LOGO

What is Loop?

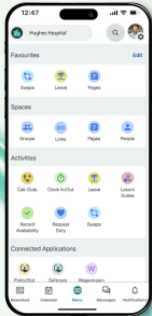
From viewing your roster, booking annual leave, to requesting the duties you want to work in advance, Loop is our brand new app that lets you take control of your working life, all at the touch of a button.

See when and where you're working
View your personal roster in the calendar view.

Check out who's in your team
View your roster by team and location, so you can see who you'll be working with.

Plan your duties ahead of time
When your future rota's are 'open to requests', let your rostering team know if there are certain shifts you want to fill.

Log your call outs
No need to try and remember when you were called out. Log them on the go in Loop.



Shifts at your fingertips
See all vacant shifts you can work in Loop, including Bank, giving you greater choice and flexibility.

Easily book your holidays
Manage and book your leave allowance on-the-go, including annual and study leave.

Stay in the loop with teammates
When rostered, you'll automatically be added to a staff group, so you can chat within your team anytime and anywhere.

Never miss an important update
Read the latest news from us in the Newsfeed.

Connect with your workmates
Add your colleagues to your connections so you can message them, read their posts in your Newsfeed and keep in the loop with each other.

Manage all aspects of your roster and working life with our brand new app, Loop.

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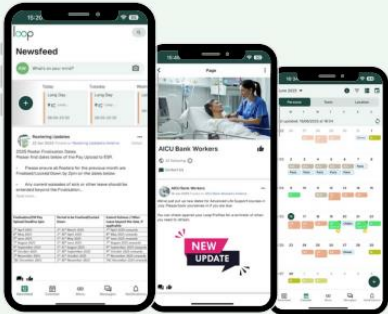
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Phase 1 - Awareness

Print Item: A5 Leaflet

Shifts at your fingertips



Easily book bank shifts anytime and anywhere with our new app, Loop

Coming Soon

For more information, contact:
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YOUR LOGO

What is Loop?

Loop lets you view available bank duties that you are eligible to work, including their pay rate, and request to work them, all from the tap of a button. So it doesn't matter where you are or what time it is; you can request the shifts you want to work anytime and anywhere.

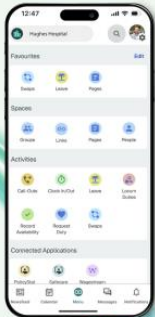
Shifts at your fingertips
See all vacant shifts you can work in Loop, including Bank, giving you greater choice.

Log your call outs
No need to try and remember when you were called out. Log them on the go in Loop.

Check out who's in your team
When your shift is approved, view your shifts by team and location, so you can see who you'll be working with.

Never miss an important update
Read the latest news from us in the Newsfeed.

Connect with your workmates
Add your colleagues to your connections so you can message them, read their posts in your Newsfeed and keep in the loop with each other.



Easily book bank shifts anytime and anywhere with our new app, Loop.

RLDatix

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Phase 1 - Awareness

Digital Item: Email Signature Banner

- Spread the news of Loop with every email you send, by adding this graphic image to the bottom of your internal emails. For added benefit, you can hyperlink to your internal resource or contact for more information.

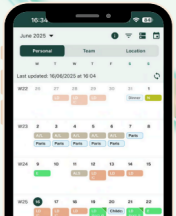
Can this be personalised?	Yes
What can be personalised?	Internal contact details
Supplied Format	JPEG, sized to fit perfectly under your email signature

Keeping you in the loop



Loop, your new app to keep you connected with your workmates and in control of your work life

Coming Soon
For more information, contact:
<contact details>



Keeping you in the loop



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Coming Soon



Phase 1 - Awareness

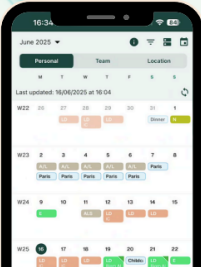
Digital Item: Email Signature Banner

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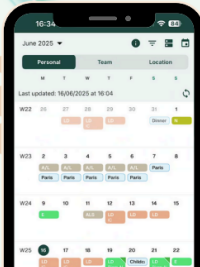


Shifts at your fingertips



Easily book bank shifts anytime and anywhere with out new app, Loop

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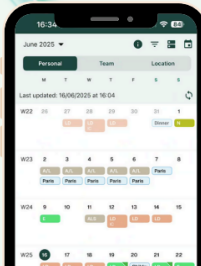


Stay in the loop with your work life



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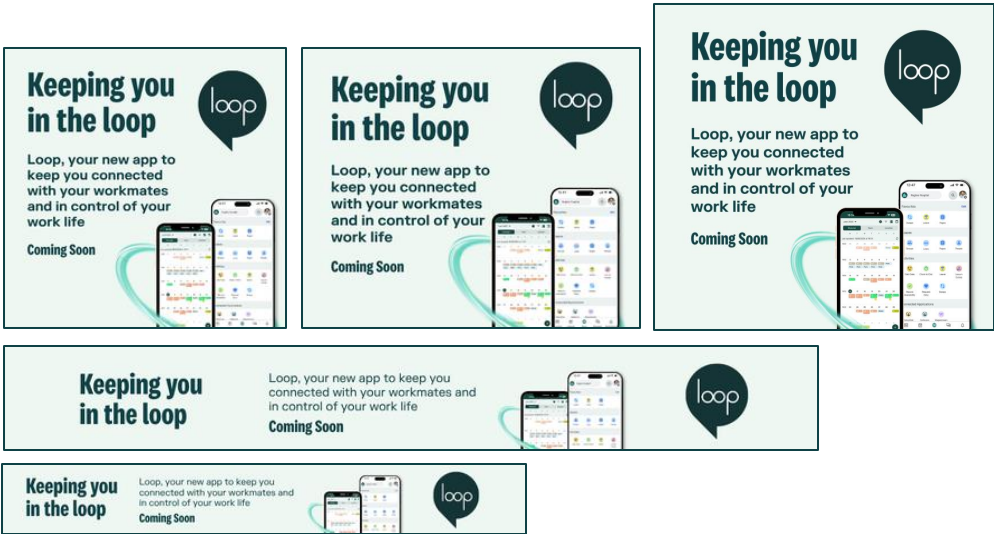


Phase 1 - Awareness

Digital Item: Digital Banners

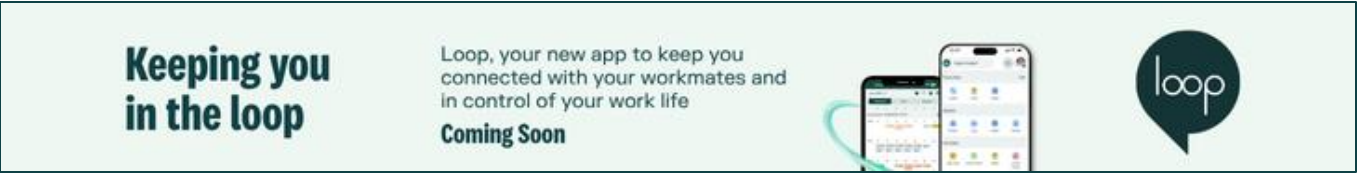
- Digital Newsletters. Internal Intranets. Digital news articles. These digital banners can be placed in various places in your digital communications and platforms. For added ease, you can hyperlink them to your resource centre for end users to find out more information.

Can this be personalised?	No. As these sit with your existing comms and platforms, adding logos and other details is no required.
Supplied Format	Available in various sizes, including: 250x250 300x250 1334x1250 468x60 728x90 Supplied as Jpegs



Phase 1 - Awareness

Digital Item: Digital Banners



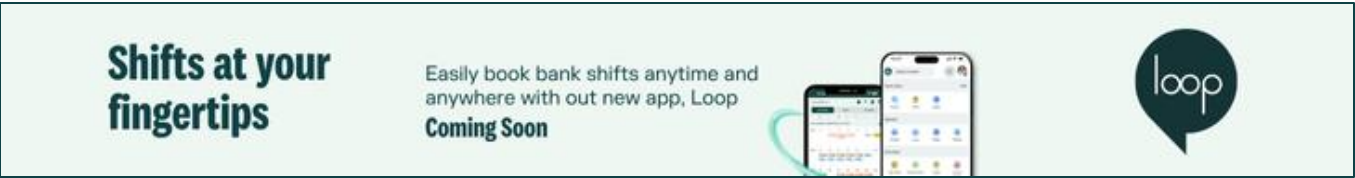
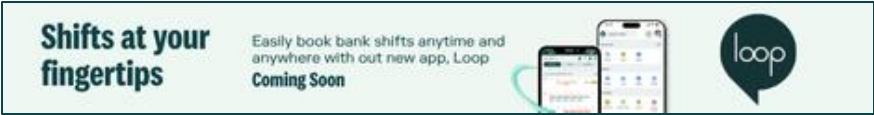
Phase 1 - Awareness

Digital Item: Digital Banners



Phase 1 - Awareness

Digital Item: Digital Banners

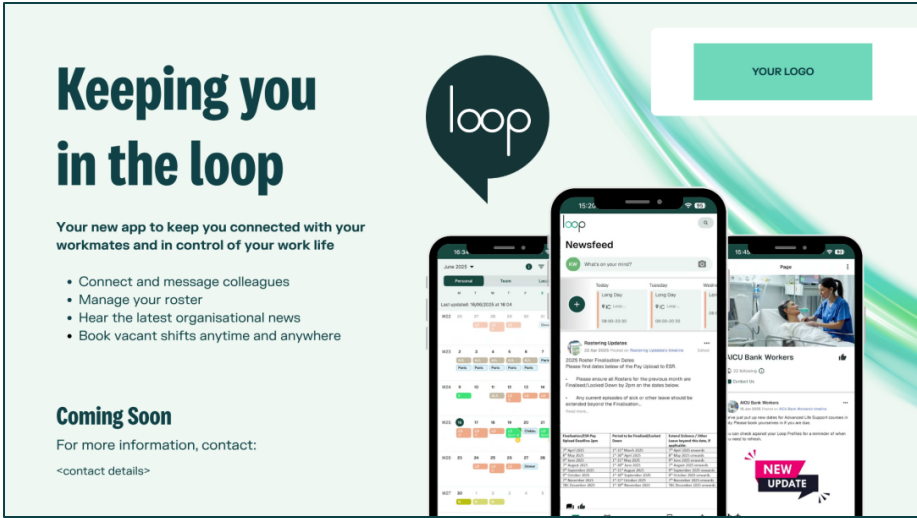


Phase 1 - Awareness

Digital Item: Screensaver (Coming Soon)

- Perfect for locked computer workstations, this will help spread the news of Loop when end users sit down at a desk, before logging in. The clear message here is that Loop is coming soon.

Can this be personalised?	Yes
What can be personalised?	Your logo Internal contact details (Space for 2 options)
Supplied Format	Supplied as jpegs, 16:9 ratio, fits majority of standard widescreen monitors



Phase 1 - Awareness

Digital Item: Screensaver (Coming Soon)

Keeping you in the loop

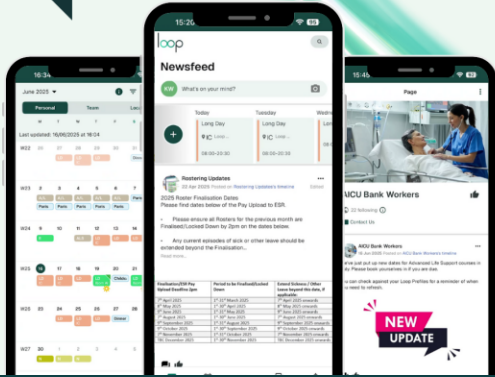
Your new app to keep you connected with your workmates and in control of your work life

- Connect and message colleagues
- Manage your roster
- Hear the latest organisational news
- Book vacant shifts anytime and anywhere

Coming Soon

For more information, contact:

<contact details>



YOUR LOGO

Stay in the loop with your work life

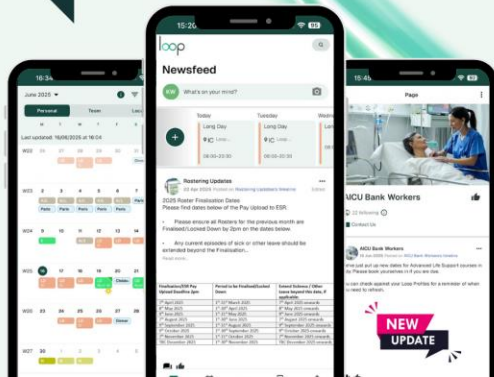
Manage all aspects of your roster and working life with our brand new app, Loop

- Connect and message colleagues
- Manage your roster
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- Book vacant shifts anytime and anywhere

Coming Soon

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YOUR LOGO

Phase 1 - Awareness

Digital Item: Screensaver (Coming Soon)

Shifts at your fingertips

Easily book bank shifts anytime and anywhere with our new app, Loop

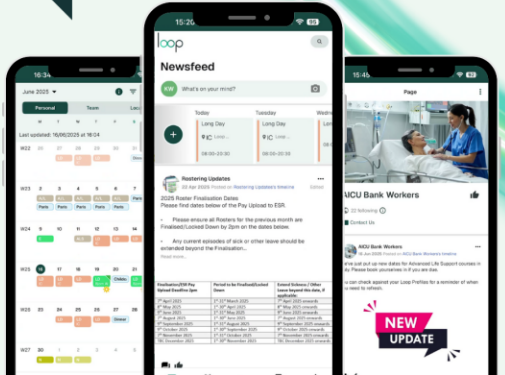
- Book unfilled bank shifts on the go
- View available shifts anytime and anywhere
- See who you are working with when your shift is confirmed

Plus stay in the loop with your colleagues and our latest news!

Coming Soon

For more information, contact:

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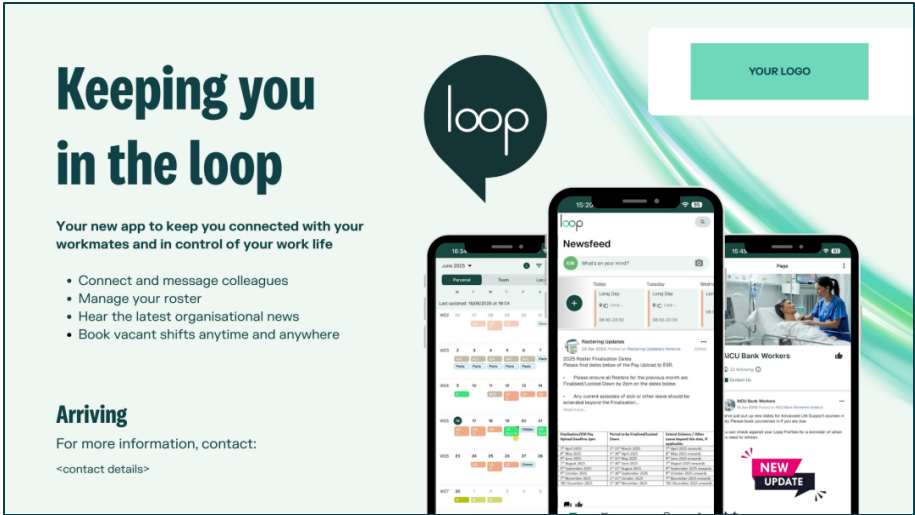
YOUR LOGO

Phase 1 - Awareness

Digital Item: Screensaver (Launch Date)

- Perfect for locked computer workstations, this will help spread the news of Loop when end users sit down at a desk, before logging in. Compared to the previous screensaver, this one allows space for you to add in your launch date.

Can this be personalised?	Yes
What can be personalised?	Your logo Internal contact details (Space for 2 options) Launch Date
Supplied Format	Supplied as jpegs, 16:9 ratio, fits majority of standard widescreen monitors



Phase 1 - Awareness

Digital Item: Screensaver (Launch Date)

Keeping you in the loop

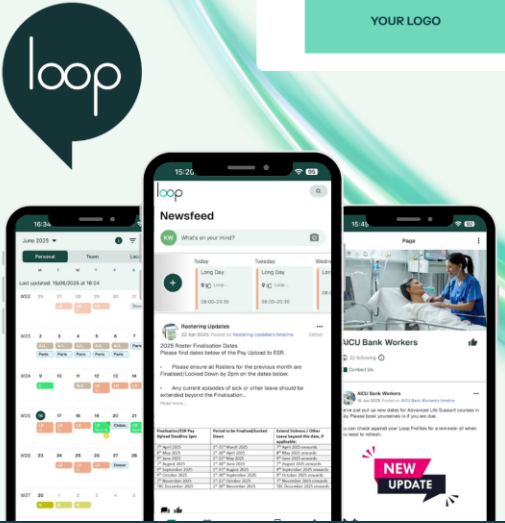
Your new app to keep you connected with your workmates and in control of your work life

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- Book vacant shifts anytime and anywhere

Arriving

For more information, contact:

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Stay in the loop with your work life

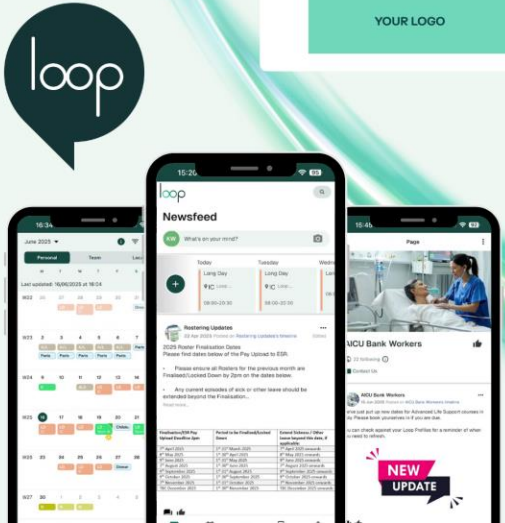
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Arriving

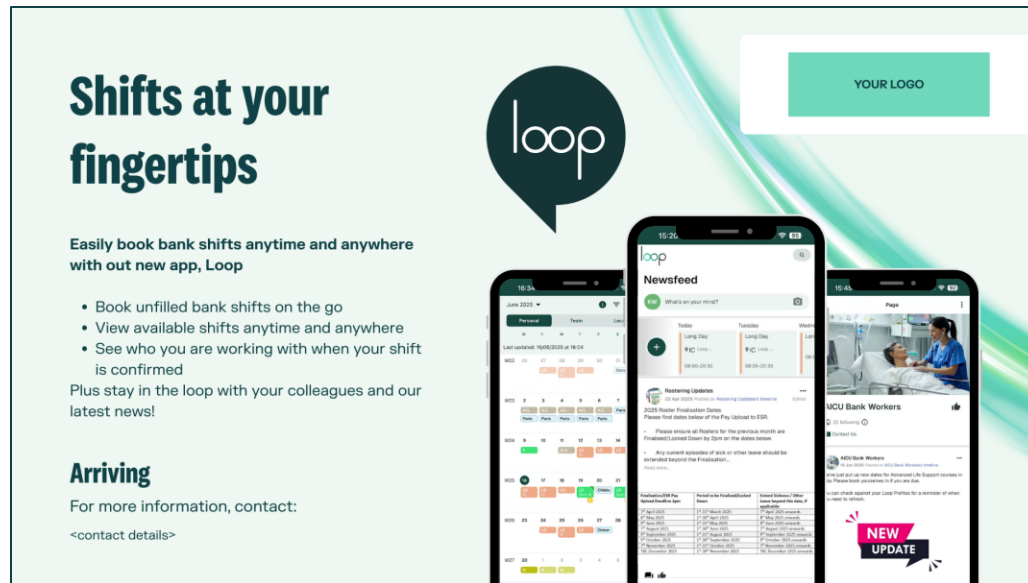
For more information, contact:

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Phase 1 - Awareness

Digital Item: Screensaver (Launch Date)



The screensaver features a light green background with a dark green speech bubble containing the word "loop". To the right is a white box labeled "YOUR LOGO". Below the speech bubble are three smartphone screens displaying the app's interface: a calendar view, a newsfeed, and a page with a "NEW UPDATE" banner.

Shifts at your fingertips

Easily book bank shifts anytime and anywhere with our new app, Loop

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- See who you are working with when your shift is confirmed

Plus stay in the loop with your colleagues and our latest news!

Arriving

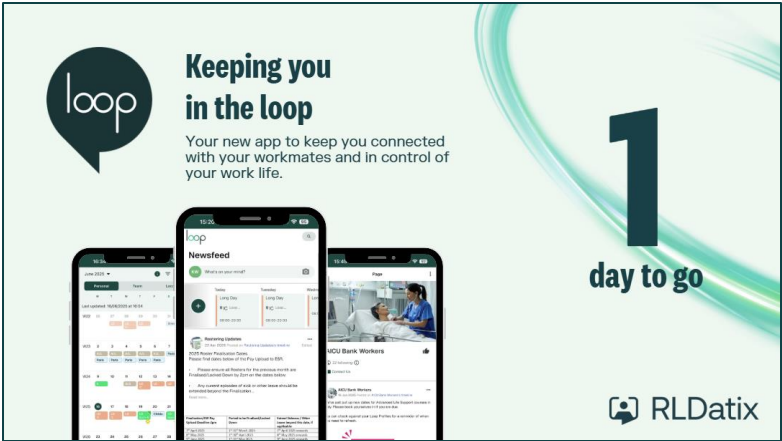
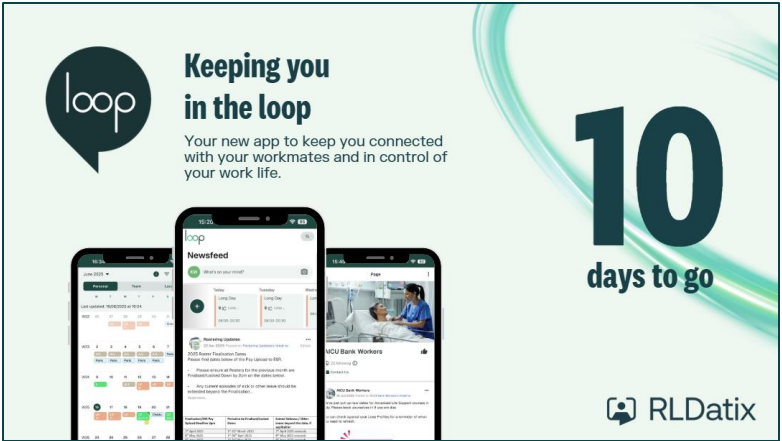
For more information, contact:
<contact details>

Phase 1 - Awareness

Digital Item: Countdown Screens

- Really help to get people excited and ready for your launch day with countdown screens, from 10 to 1. Ideal for any screens you have in staff break rooms or common areas.

Can this be personalised?	No
Supplied Format	Supplied as jpegs, 16:9 ratio, fits majority of standard widescreen monitors. All supplied as individual jpegs so you can swap out each day



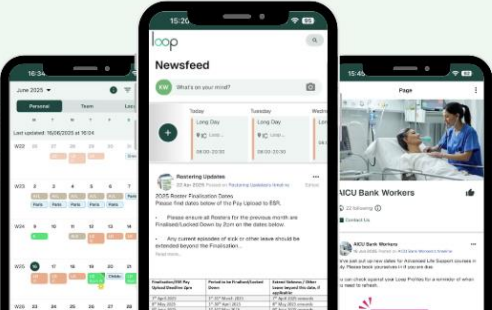
Phase 1 - Awareness

Digital Item: Countdown Screens



**Keeping you
in the loop**

Your new app to keep you connected with your workmates and in control of your work life.



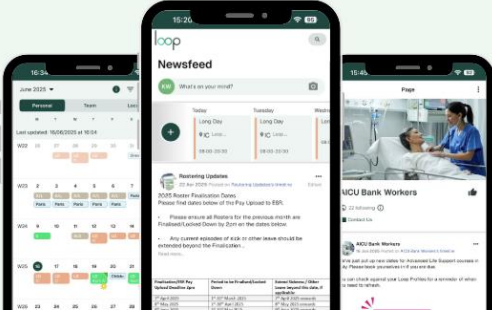
10
days to go





**Stay in the loop with
your work life**

Manage all aspects of your roster and working life with our brand new app.

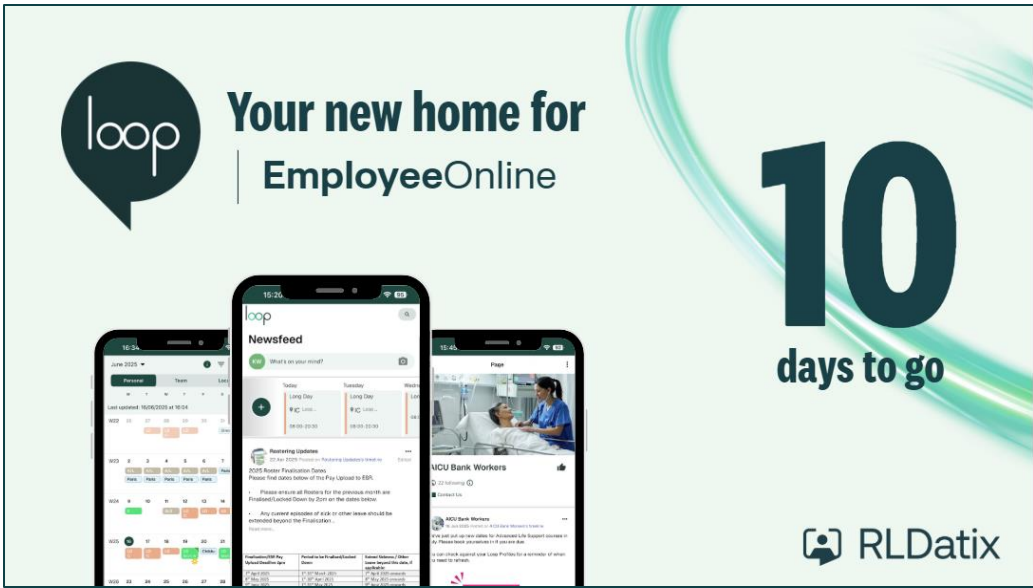
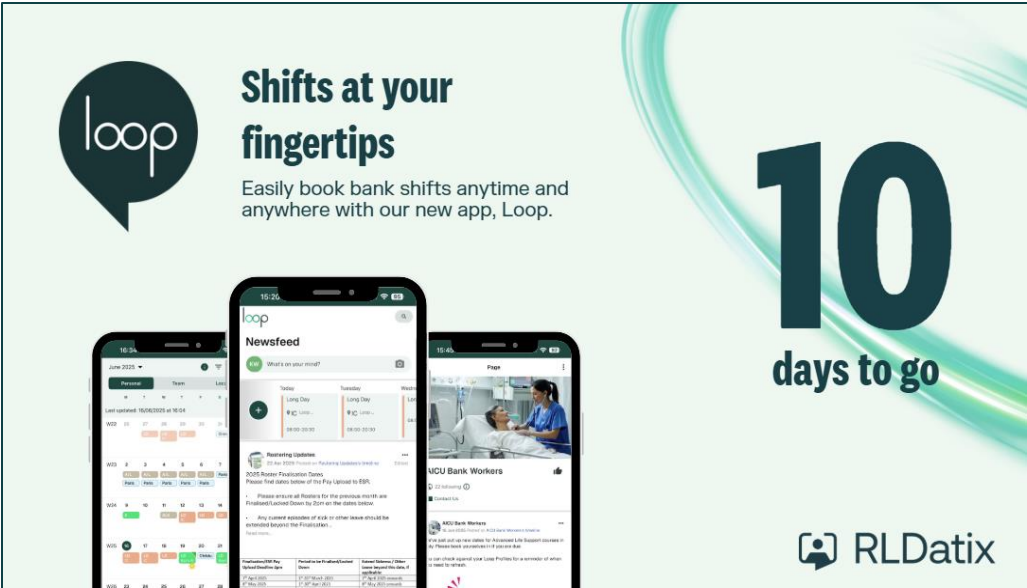


10
days to go



Phase 1 - Awareness

Digital Item: Countdown Screens

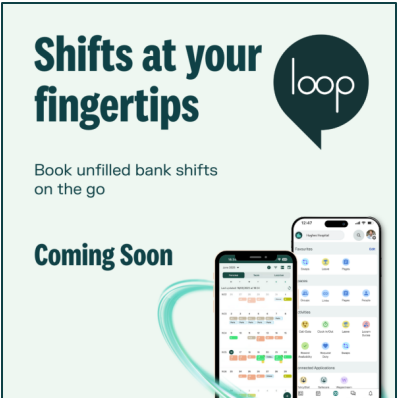
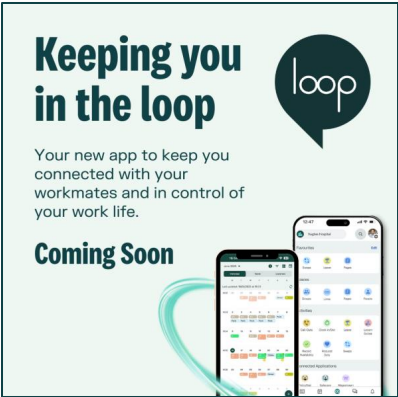


Phase 1 - Awareness

Digital Item: Social Media Imagery

- Got an internal social media account such as X? Use these social media formatted images along with your posts to help spread the message.

Can this be personalised?	No. As this will appear within your social media posts and space is limited, these cannot be personalised.
Supplied Format	Supplied as jpegs



Phase 1 - Awareness

Digital Item: Social Media Imagery

The image displays four identical promotional banners for the 'loop' app, arranged horizontally. Each banner has a light blue background and features the 'loop' logo (a dark blue speech bubble with the word 'loop' in white) in the top right corner. The main headline for each banner is 'Keeping you in the loop' in a large, bold, dark blue font. Below the headline, a specific feature is highlighted in a smaller, dark blue font. At the bottom of each banner, the text 'Coming Soon' is written in a bold, dark blue font, followed by an illustration of two smartphones showing the app's interface. The first banner highlights 'Your new app to keep you connected with your workmates and in control of your work life.' The second banner highlights 'Connect and message with your colleagues, all without sharing personal contact details.' The third banner highlights 'Manage your work life with Loop's rota feature.' The fourth banner highlights 'Hear the latest news and updates from us, direct to your Newsfeed.'

Keeping you in the loop

Your new app to keep you connected with your workmates and in control of your work life.

Coming Soon

Keeping you in the loop

Connect and message with your colleagues, all without sharing personal contact details

Coming Soon

Keeping you in the loop

Manage your work life with Loop's rota feature

Coming Soon

Keeping you in the loop

Hear the latest news and updates from us, direct to your Newsfeed

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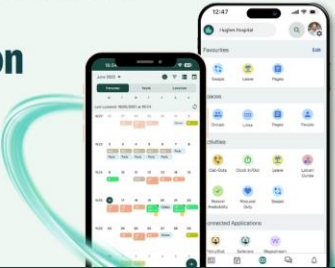
Phase 1 - Awareness

Digital Item: Social Media Imagery

Stay in the loop with your work life

Get automatically added to staff groups, based on your roster

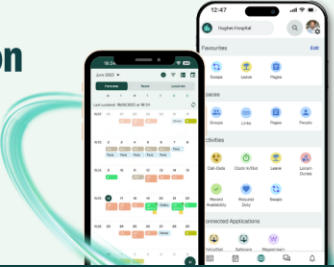
Coming Soon



Stay in the loop with your work life

Book your annual leave on the go

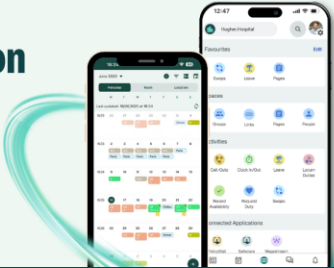
Coming Soon



Stay in the loop with your work life

View your roster and who you are working with

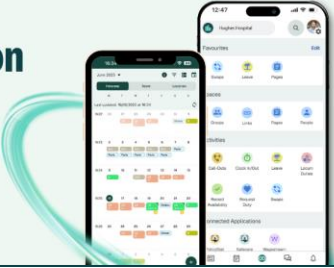
Coming Soon



Stay in the loop with your work life

Hear the latest news and updates from us, straight to your Newsfeed

Coming Soon



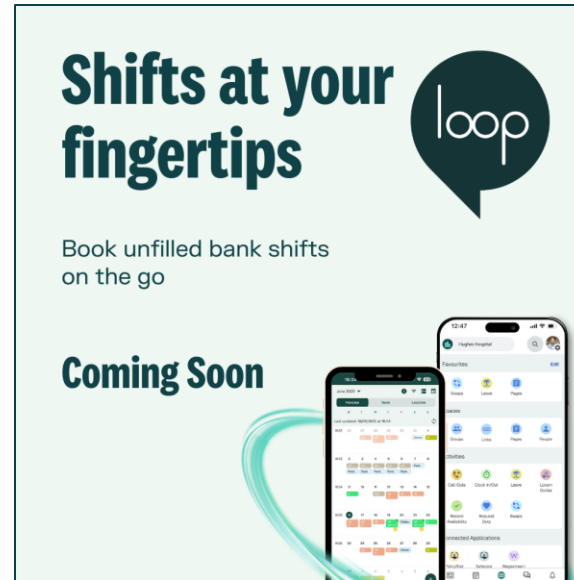
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Phase 1 - Awareness

Digital Item: Social Media Imagery



Phase 1 - Awareness

Written Item: Article Template

- Do you send our newsletters or emails with news within your organisation? Our pre-written templates can help you craft your articles to promote Loop. Either use them as they are or adjust them to fit your comms style.

Can this be personalised?	Yes
What can be personalised?	Feel free to personalise as you see fit to fit your communications style and if you want to add in additional bits from your organisation to give it the personal touch
Supplied Format	Supplied in written word document to copy and paste into your own formats.

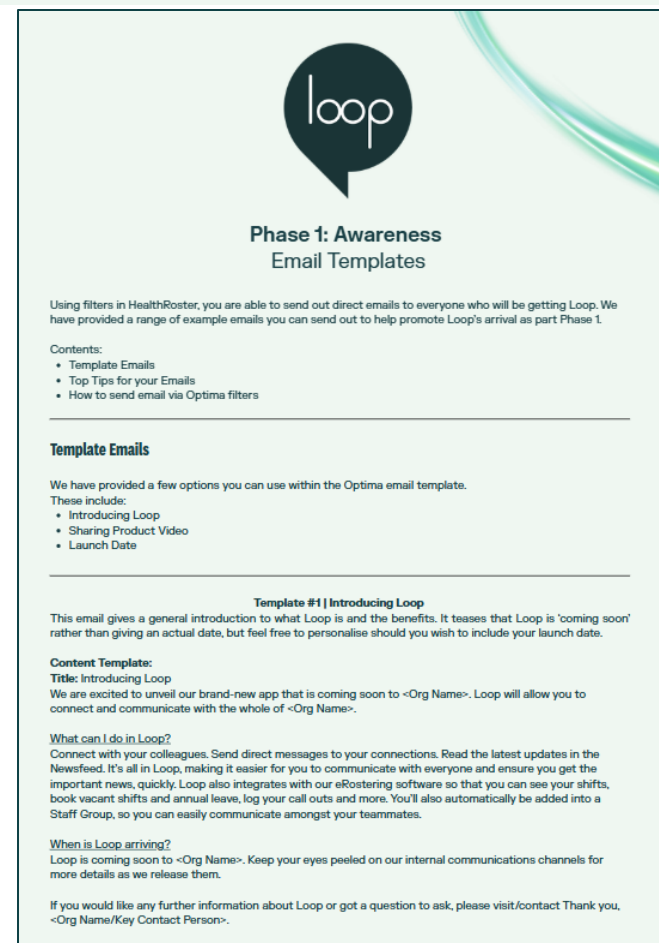


Phase 1 - Awareness

Written Item: Email Template

- Optima has the ability to send emails to all employees that are rostered. Use this template to create direct emails to all rostered staff, sent out via Optima.

Can this be personalised?	Yes
What can be personalised?	Feel free to personalise as you see fit to fit your communications style and if you want to add in additional bits from your organisation to give it the personal touch
Supplied Format	Supplied in written word document to copy and paste into your own Optima sent emails.



Phase 2 - Knowledge

Phase 2 - Knowledge

Print Assets

- Getting Started Leaflet
- 'Ask me about Loop' badges

Digital Assets

- Getting Started Video
- Brochure
- 'How to' Videos
- HR Team Guide to Loop
- Comms Team Guide to Loop
- Roster Team Guide to Loop

Written Templates

- Internal FAQ's

Phase 2 - Knowledge

Print Item: 'Getting Started' Leaflet

- Loop requires users to create a Loop account and then connect this account to their organisation, using their EmployeeOnline details. This leaflet help explain the simple 3 steps to do. Ideal for hanging out just before you go live so people know what to do when Loop launches.

Can this be personalised?	Yes
What can be personalised?	Contact details
Supplied Format	Supplied as a print ready PDF, so you can send it to a professional printer. Size: A6 portrait, single sided



Phase 2 - Knowledge

Print Item: 'Ask me about Loop' Badges

- Pin badges are good to give to your ambassadors or managers who have information about Loop and help to start conversations about Loop.

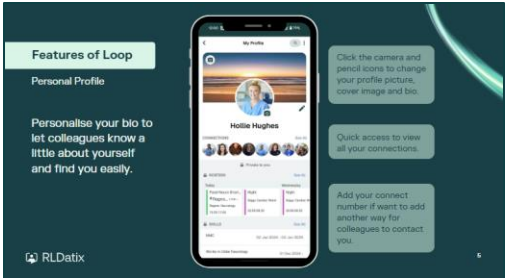
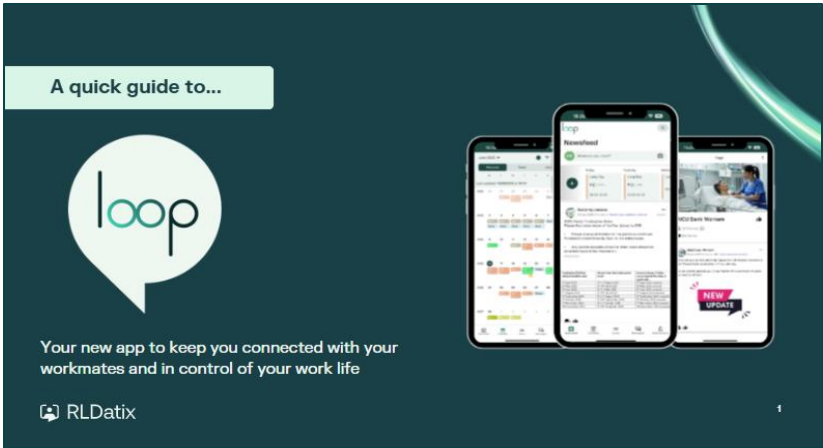
Can this be personalised?	No
Supplied Format	Print files ready to send out to a professional printer



Phase 2 - Knowledge

Digital Item: Brochure

- A digital PDF guide that highlights all the features of Loop.
Always useful to keep for a quick reference.



Phase 2 - Knowledge

Digital Item: 'How to' Videos

- These quick 'how to' videos show how to use key features of Loop, so you can demonstrate how easy it is use.

Can this be personalised?	No
Supplied Format	Supplied as a embeddable link and downloadable copy.
Videos Available:	Book your annual leave Log your call outs Request a Duty Mute a Group View Your Roster Use your Newsfeed





Phase 2: Knowledge
Allocate Loop | 'How to' Video's
The following document has links to all 'how to' videos, including download links and embed codes.

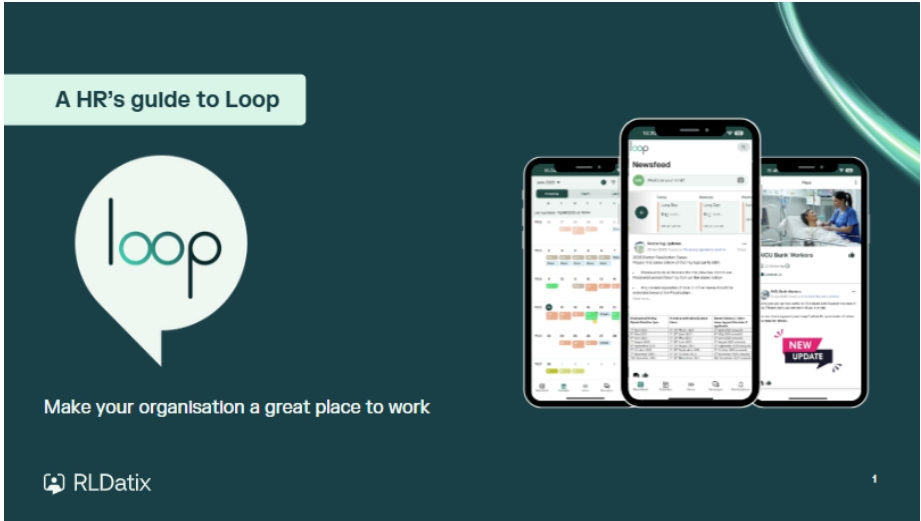
How to book your annual leave
https://vimeo.com/reviews/4ffc3000-827b-483f-87a1-9b08f1334fd3/videos/814973145
<pre>adding:50.25% 0 0 0;position:relative;"><iframe om/video/839040210? &player_id=0&app_id=58479" frameborder="0" picture-in-picture; clipboard-write; encrypted-media; strict-origin-when-cross-origin" p:0;left:0;width:100%;height:100%;" title="Allocate Loop - e"></iframe></div><script om/api/player.js"></script></pre>
How to log a call out
https://vimeo.com/reviews/4ffc3000-827b-483f-87a1-9b08f1334fd3/videos/1106087174
<pre><div style="padding:50.25% 0 0 0;position:relative;"><iframe src="https://player.vimeo.com/video/110291398? badge=0&autoplay=0&player_id=0&app_id=58479" frameborder="0" allow="autoplay; fullscreen; picture-in-picture; clipboard-write; encrypted-media; web-share" referrerpolicy="strict-origin-when-cross-origin" style="position:absolute;top:0;left:0;width:100%;height:100%;" title="Allocate Loop - How to Log a Call Out"></iframe></div><script src="https://player.vimeo.com/api/player.js"></script></pre>

Phase 2 - Knowledge

Written Item: HR Team Guide to Loop

- To help get your HR teams engaged around the benefits of Loop, we've created this short introductory guide to share with your HR representatives and onboard with it's roll out.

Can this be personalised?	No
Supplied Format	Downloadable PDF

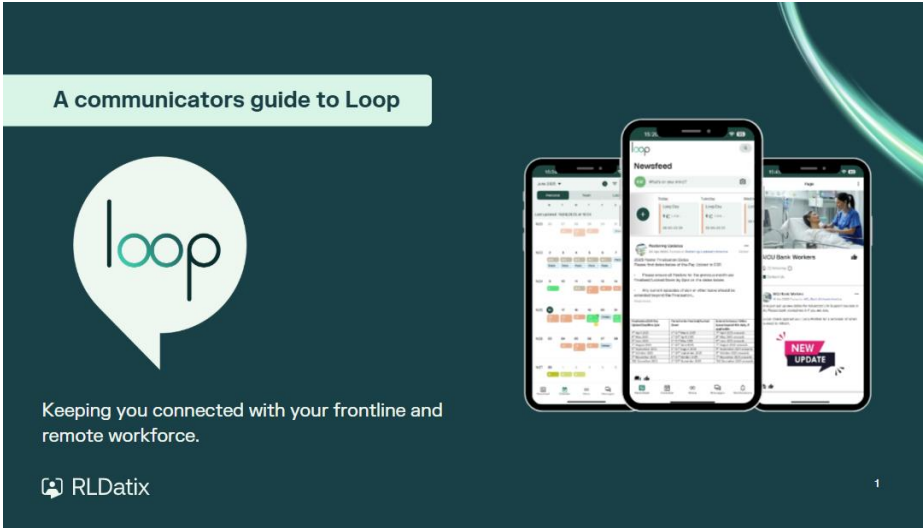


Phase 2 - Knowledge

Written Item: Comms Team Guide to Loop

- To help get your Communications teams engaged around the benefits of Loop, we've created this short introductory guide to share with your comms representatives and onboard with it's roll out.

Can this be personalised?	No
Supplied Format	Downloadable PDF

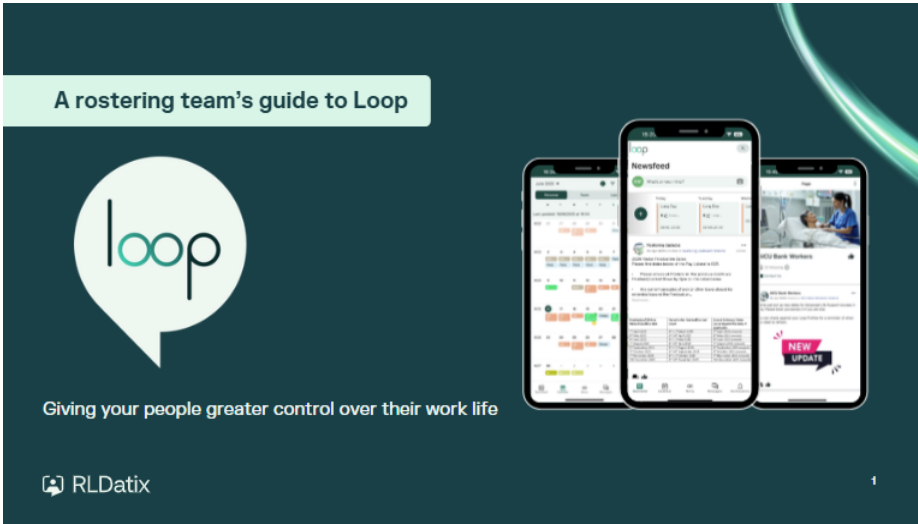


Phase 2 - Knowledge

Written Item: Roster Team Guide to Loop

- To help get your rostering admins and teams engaged around the benefits of Loop, we've created this short introductory guide to share with your team and onboard with its roll out.

Can this be personalised?	No
Supplied Format	Downloadable PDF



Phase 3 - Action

Phase 3 - Action

Print Assets

- Roller Banner
- Roller Banner (Launch Day)
- A2 Poster
- A2 Poster (Launch Day)
- Leaflet

Digital Assets

- Email Signature
- Digital Banners
- Screensaver
- Social Media Imagery

Phase 3 - Action

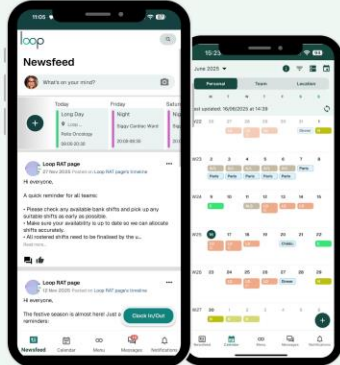
Print Item: Roller Banners

- A large format printed item that can be placed in large staff footfall areas for impact. Contains a clear ‘call-to-action’ to download Loop.

Can this be personalised?	Yes
What can be personalised?	Your logo
Supplied Format	Supplied as a print ready PDF, ready for you to send to a professional printer. Size: 2000mm tall x 800mm wide

Keeping you
in the Loop





Loop, your new app to keep you connected with your workmates and in control of your work life

- Connect with and message colleagues easily, without having to give out your personal number or email
- Get auto added to staff groups, based on your roster, to chat with your team
- Get the latest workplace news and updates direct to your newsfeed

Plus, manage all aspects of your working life easily, including:

- View and manage your roster on the go
- Book annual leave at the touch of a button
- Book vacant shifts anytime and anywhere
- Request the duties you want to work well in advance
- Log your call outs on the go

Download Now

 GET IT ON
Google Play

 Download on the
App Store

Search 'Allocate Loop'

YOUR LOGO

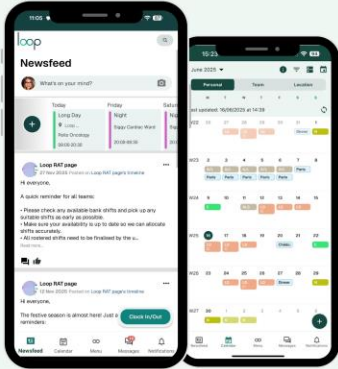


Phase 3 - Action

Print Item: Roller Banners

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Download Now



Search 'Allocate Loop'

YOUR LOGO



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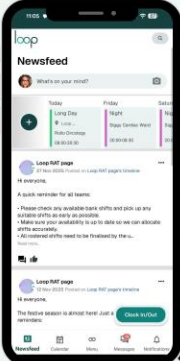
49

Phase 3 - Action

Print Item: Roller Banners

Stay in the
Loop with your
work life





Manage all aspects of your
roster and working life with our
brand new app, Loop

Manage all aspects of your working life, including:

- View and manage your roster on the go
- Book annual leave at the touch of a button
- Book vacant shifts anytime and anywhere
- Request the duties you want to work well in advance
- Log your call outs on the go

Plus stay in the loop with your colleagues and our latest news!

- Send direct messages between colleagues and teammates
- Get the latest workplace news and updates direct to your newsfeed

Download Now

 Google Play

 App Store

Search 'Allocate Loop'

YOUR LOGO

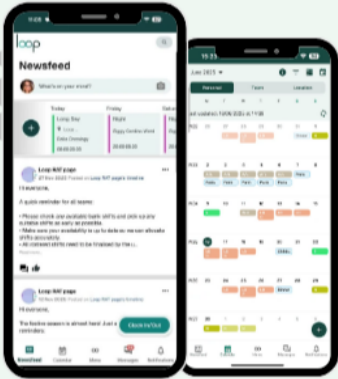
 RLDatix

Phase 3 - Action

Print Item: Roller Banners

Shifts at your fingertips





Easily book bank shifts anytime and anywhere with our new app, Loop

- Book unfilled bank shifts on the go
- View available shifts anytime and anywhere
- Manage and confirm your timesheets at the touch of a button

Plus stay in the loop with your colleagues and our latest news!

- Connect with colleagues and send direct messages to each other
- Get the latest workplace news and updates direct to your newsfeed

Download Now
 
Search 'Allocate Loop'

YOUR LOGO

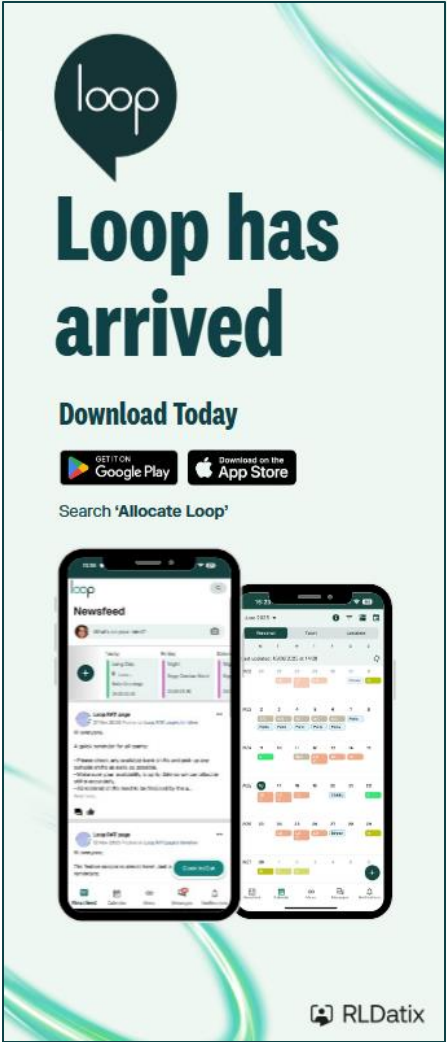


Phase 3 - Action

Print Item: Roller Banner (Launch Day)

- A large format printed item that can be placed in large staff footfall areas for impact. Contains a clear ‘call-to-action’ to download Loop.

Can this be personalised?	No
Supplied Format	Supplied as a print ready PDF, ready for you to send to a professional printer. Size: 2000mm tall x 800mm wide



Phase 3 - Action

Print Item: A2 Posters

- A traditional staple for getting informing people and asking them to take, ideal for noticeboards and wall space in staff break areas or high footfall areas.

Can this be personalised?	Yes
What can be personalised?	Your logo
Supplied Format	Supplied as a print ready PDF, ready for you to send to a professional printer. Size: A2 portrait

Keeping you in the loop



Loop, your new app to keep you connected with your workmates and in control of your work life

- Connect with and message colleagues easily, without having to give out your personal number or email
- Get auto added to staff groups, based on your roster, to chat with your team
- Get the latest workplace news and updates direct to your newsfeed

Plus, manage all aspects of your working life, including:

- View and manage your roster on the go
- Book annual leave at the touch of a button
- Book vacant shifts anytime and anywhere
- Request the duties you want to work, well in advance
- Log your call outs on the go

Download Today

Search 'Allocate Loop'

YOUR LOGO

 **RLDatix**

Phase 3 - Action

Print Item: A2 Posters

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Download Today

Search 'Allocate Loop'

YOUR LOGO



Stay in the loop with your work life



Manage all aspects of your roster and working life with our brand new app, Loop

Manage all aspects of your working life, including:

- View and manage your roster on the go
- Book annual leave at the touch of a button
- Book vacant shifts anytime and anywhere
- Request the duties you want to work, well in advance
- Log your call outs on the go

Plus stay in the loop with your colleagues and our latest news!

- Send direct messages between colleagues and teammates
- Get the latest workplace news and updates direct to your newsfeed

Download Today

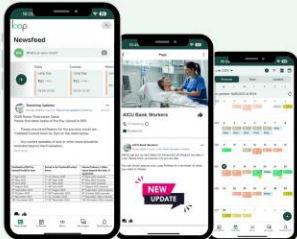
 

Search 'Allocate Loop'

YOUR LOGO



Shifts at your fingertips



Easily book bank shifts anytime and anywhere with our new app, Loop

- Book unfilled bank shifts on the go
- View available shifts anytime and anywhere
- See who you are working with when your shift is confirmed

Plus stay in the loop with your colleagues and our latest news!

- Connect with colleagues and send direct messages to each other
- Get the latest workplace news and updates direct to your newsfeed

Download Today

Search 'Allocate Loop'

YOUR LOGO

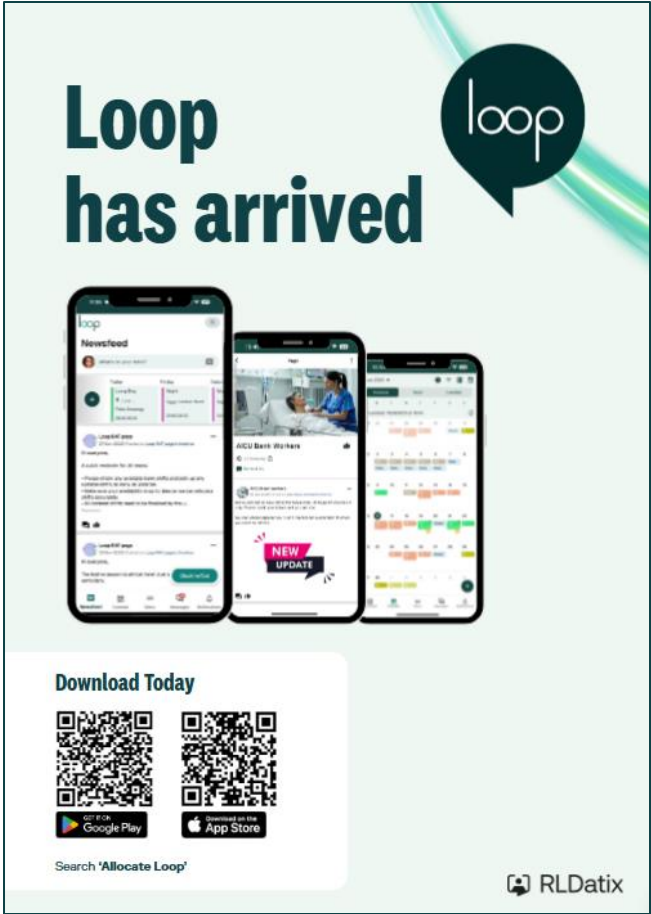


Phase 3 - Action

Print Item: A2 Posters (Launch Day)

- A traditional staple for getting informing people and asking them to take, ideal for noticeboards and wall space in staff break areas or high footfall areas.

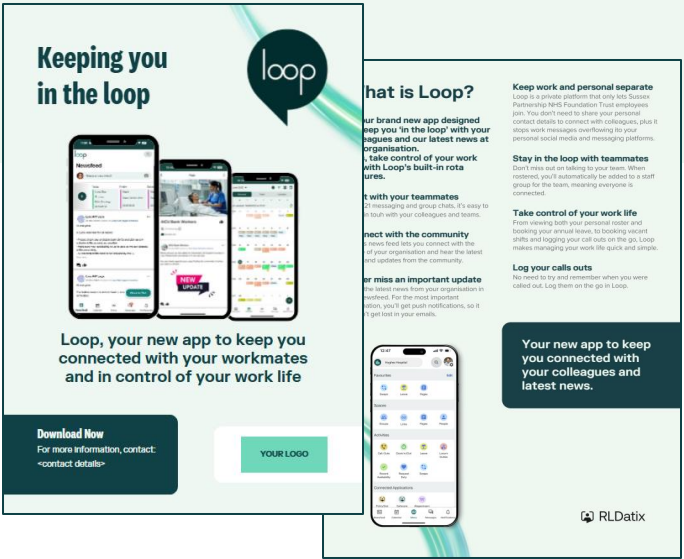
Can this be personalised?	Yes
What can be personalised?	Your logo
Supplied Format	Supplied as a print ready PDF, ready for you to send to a professional printer. Size: A2 portrait



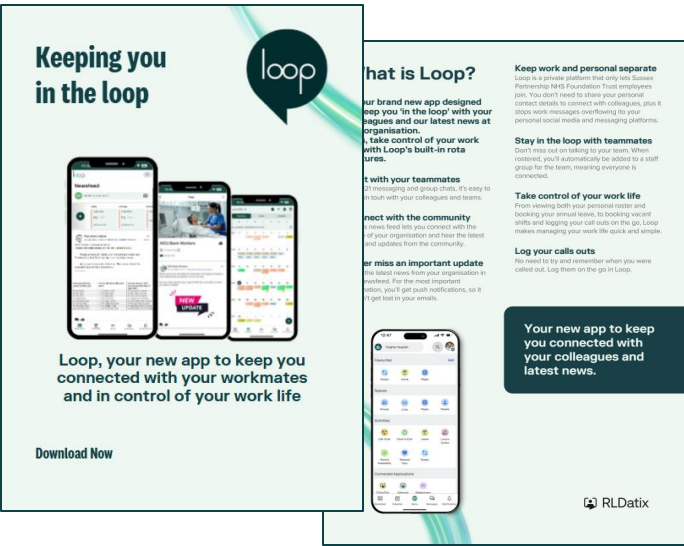
Phase 3 - Action

Print Item: Double-Sided Leaflet

- A perfect takeaway to hand out and let people find out more information about Loop at their own, convenient time. Ideal for displaying in staff information areas or handing around. Contains a clear ‘Call-to-action’ to download Loop.



Can this be personalised?	Yes
What can be personalised?	Your logo Org name
Supplied Format	Supplied as a print ready PDF, so you can send it to a professional printer. Size: A5 portrait



Phase 3 - Action

Print Item: Double-Sided Leaflet

Keeping you in the loop



Loop, your new app to keep you connected with your workmates and in control of your work life

Download Now
For more information, contact:
<contact details>

YOUR LOGO

What is Loop?

It's our brand new app designed to keep you 'in the loop' with your colleagues and our latest news at our organisation. Plus, take control of your work life with Loop's built-in rota features.

Chat with your teammates
With 121 messaging and group chats, it's easy to keep in touch with your colleagues and teams.

Connect with the community
Loop's news feed lets you connect with the whole of your organisation and hear the latest news and updates from the community.

Never miss an important update
Read the latest news from your organisation in the Newsfeed. For the most important information, you'll get push notifications, so it doesn't get lost in your emails.

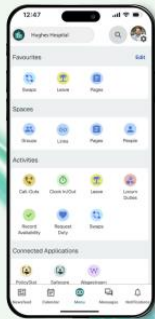
Keep work and personal separate
Loop is a private platform that only lets Sussex Partnership NHS Foundation Trust employees join. You don't need to share your personal contact details to connect with colleagues, plus it stops work messages overflowing into your personal social media and messaging platforms.

Stay in the loop with teammates
Don't miss out on talking to your team. When rostered, you'll automatically be added to a staff group for the team, meaning everyone is connected.

Take control of your work life
From viewing both your personal roster and booking your annual leave, to booking vacant shifts and logging your call outs on the go, Loop makes managing your work life quick and simple.

Log your calls outs
No need to try and remember when you were called out. Log them on the go in Loop.

Your new app to keep you connected with your colleagues and latest news.



RLDatix

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Phase 3 - Action

Print Item: Double-Sided Leaflet

Stay in the loop with your work life



Manage all aspects of your roster and working life with our brand new app, Loop

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<contact details>

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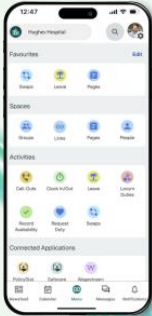
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Your new app to keep you connected with your colleagues and latest news.



RLDatix

Phase 3 - Action

Print Item: Double-Sided Leaflet

Shifts at your fingertips



Easily book bank shifts anytime and anywhere with our new app, Loop

Download Now
For more information, contact:
<contact details>

YOUR LOGO

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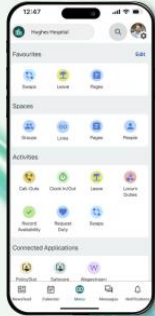
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Your new app to keep you connected with your colleagues and latest news.

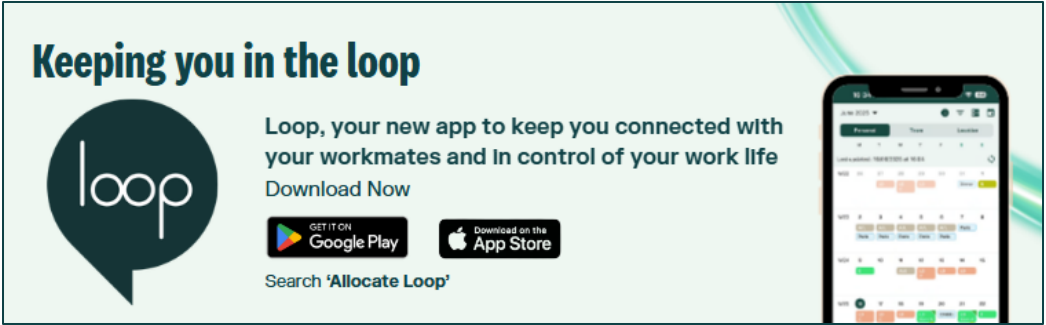
RLDatix

Phase 3 - Action

Digital Item: Email Signature Banner

- Spread the news of Loop can be downloaded on every email you send, by adding this graphic image to the bottom of your internal emails. For added benefit, you can hyperlink to your internal resource or contact for more information.

Can this be personalised?	No
Supplied Format	PNG, sized to fit perfectly under your email signature



Phase 3 - Action

Digital Item: Email Signature Banner

Keeping you in the loop



Loop, your new app to keep you connected with your workmates and In control of your work life

Download Now



Search 'Allocate Loop'



Shifts at your fingertips



Easily book bank shifts anytime and anywhere with our new app, Loop

Download Now



Search 'Allocate Loop'



Stay in the loop with your work life

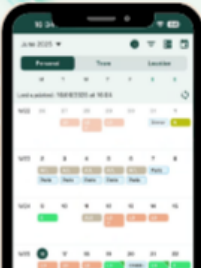


Manage all aspects of your roster and working life with our brand new app, Loop

Download Now



Search 'Allocate Loop'

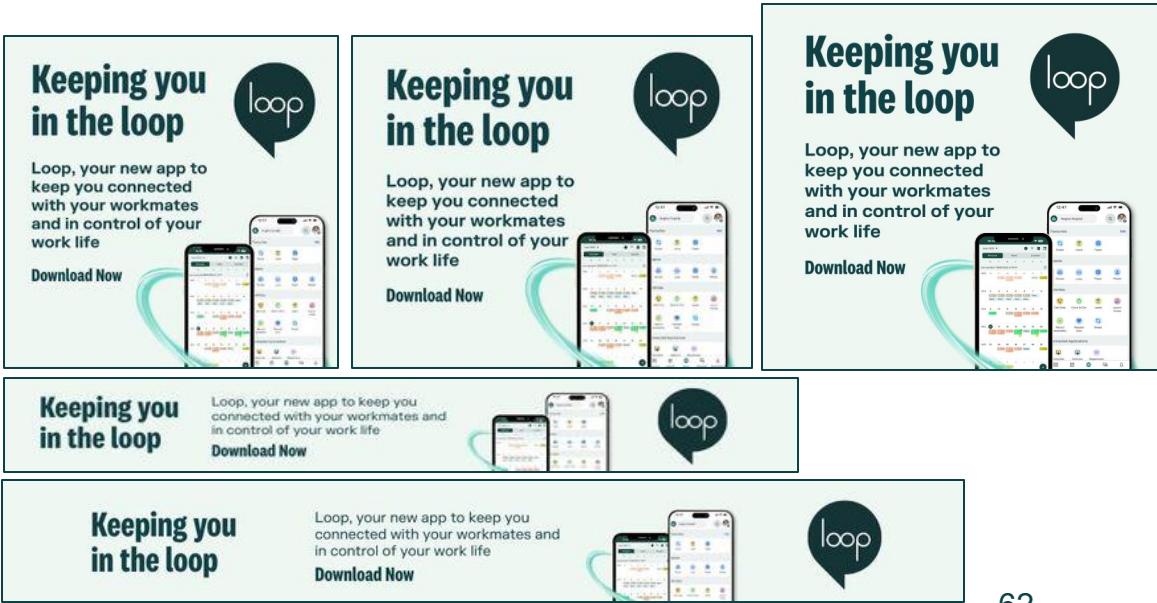


Phase 3 - Action

Digital Item: Digital Banners

- Digital Newsletters. Internal Intranets. Digital news articles. These digital banners can be placed in various places in your digital communications and platforms. For added ease, you can hyperlink them to your resource centre or the app stores.

Can this be personalised?	Yes
What can be personalised?	Your logo Org name within the text on page 2
Supplied Format	Available in various sizes, including: 250x250 300x250 1334x1250 468x60 728x90 Supplied as Jpegs



Phase 3 - Action

Digital Item: Digital Banners

Keeping you
in the loop

Loop, your new app to
keep you connected
with your workmates
and in control of your
work life

Download Now





Keeping you
in the loop

Loop, your new app to
keep you connected
with your workmates
and in control of your
work life

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Keeping you
in the loop

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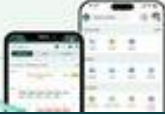




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Phase 3 - Action

Digital Item: Digital Banners

Stay in the loop with your work life

Manage all aspects of your roster and working life with our brand new app, Loop

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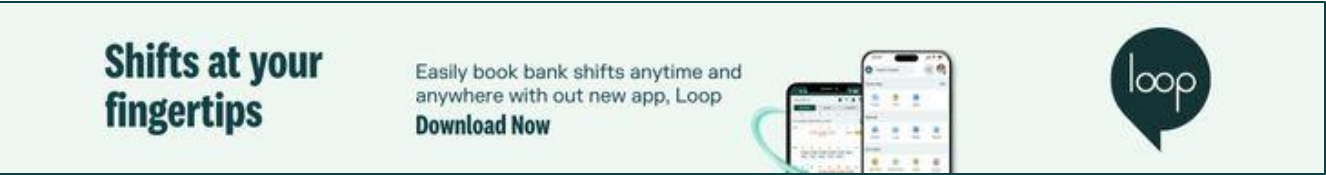
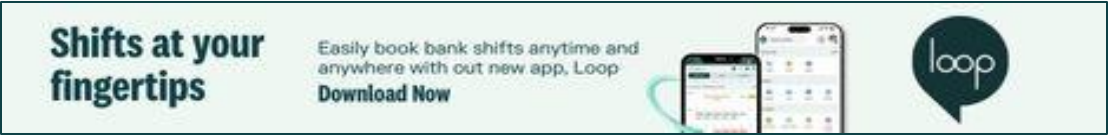
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Phase 3 - Action

Digital Item: Digital Banners



Phase 3 - Action

Digital Item: Screensaver

- Perfect for locked computer workstations, this will help spread the news of Loop before logging in. It includes a clear ‘Call-to-Action’ to download Loop.

Keeping you in the loop

Your new app to keep you connected with your workmates and in control of your work life

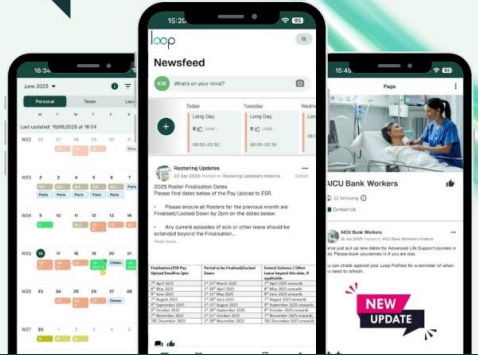
- Connect and message colleagues
- Manage your roster
- Hear the latest organisational news
- Book vacant shifts anytime and anywhere

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 GET IT ON
Google Play

 Download on the
App Store

Search 'Allocate Loop'



YOUR LOGO

Phase 3 - Action

Digital Item: Screensaver

Keeping you in the loop

Your new app to keep you connected with your workmates and in control of your work life

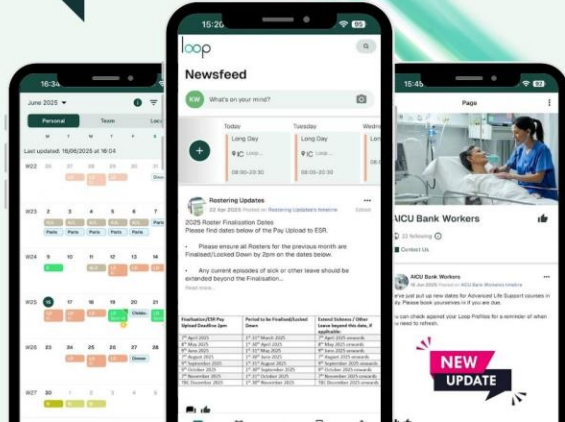
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YOUR LOGO

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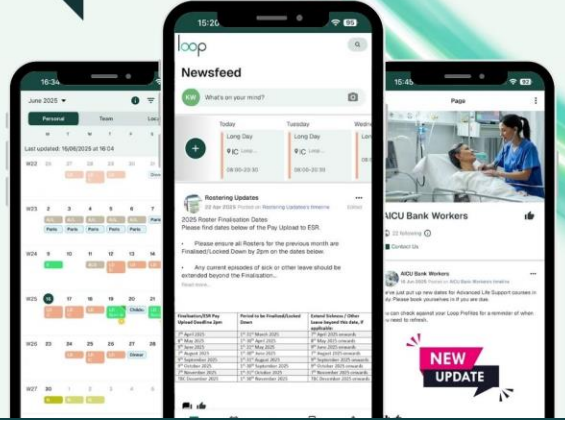
- Connect and message colleagues
- Manage your roster
- Hear the latest organisational news
- Book vacant shifts anytime and anywhere

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YOUR LOGO

Phase 3 - Action

Digital Item: Screensaver

Shifts at your fingertips

Easily book bank shifts anytime and anywhere with our new app, Loop

- Book unfilled bank shifts on the go
- View available shifts anytime and anywhere
- See who you are working with when your shift is confirmed

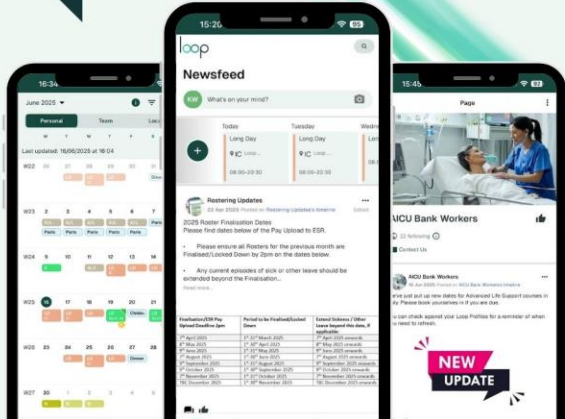
Plus stay in the loop with your colleagues and our latest news!

Download Now

 GET IT ON Google Play

 Download on the App Store

Search 'Allocate Loop'



YOUR LOGO

Phase 3 - Action

Digital Item: Social Media Imagery

- Got an internal social media account such as X? Use these social media formatted images along with your posts to help spread the message to download Loop.

Can this be personalised?	No. As this will appear within your social media posts and space is limited, these cannot be personalised.
Supplied Format	Supplied as individual jpegs

Keeping you in the loop

Your new app to keep you connected with your workmates and in control of your work life.

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Phase 3 - Action

Digital Item: Social Media Imagery

Keeping you in the loop

Your new app to keep you connected with your workmates and in control of your work life.

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Keeping you in the loop

Hear the latest news and updates from us, direct to your Newsfeed

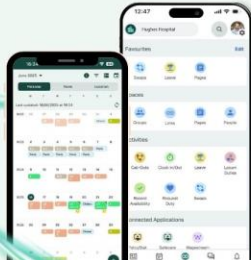
Download Now



Keeping you in the loop

Connect and message with your colleagues, all without sharing personal contact details

Download Now



Keeping you in the loop

Manage your work life with Loop's rota feature

Download Now

The image shows two smartphones displaying the Loop app interface. The background phone is a white iPhone showing a home screen with a 'Loop' logo in a dark speech bubble, a 'Download Now' button, and a description of the app's features. The foreground phone is a black Android phone showing a detailed rota schedule with various colored blocks representing shifts and tasks. A green swoosh graphic is positioned between the two phones.

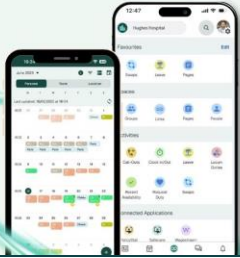
Phase 3 - Action

Digital Item: Social Media Imagery

Stay in the loop with your work life

Book your annual leave on the go

Download Now





Stay in the loop with your work life

Get automatically added to staff groups, based on your roster

Download Now

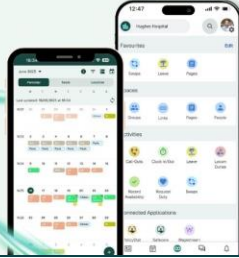




Stay in the loop with your work life

View your roster and who you are working with

Download Now





Stay in the loop with your work life

Hear the latest news and updates from us, straight to your Newsfeed

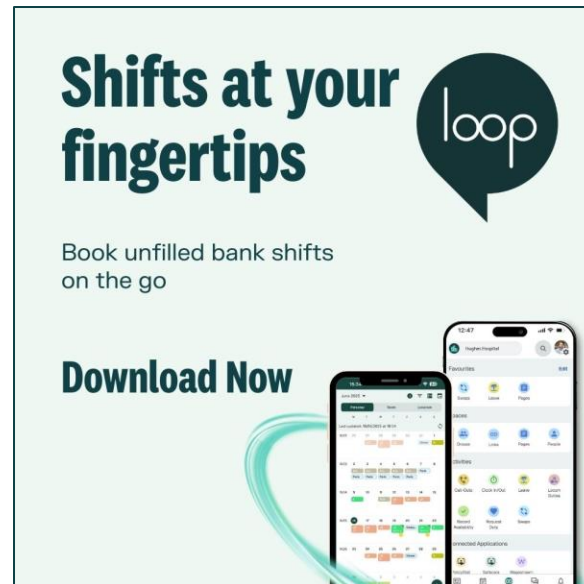
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Phase 3 - Action

Digital Item: Social Media Imagery



Additional Assets

Additional Assets

Additional Assets

- Logos
- Screenshot Bank

Phase 5 – Additional Assets

Loop logos

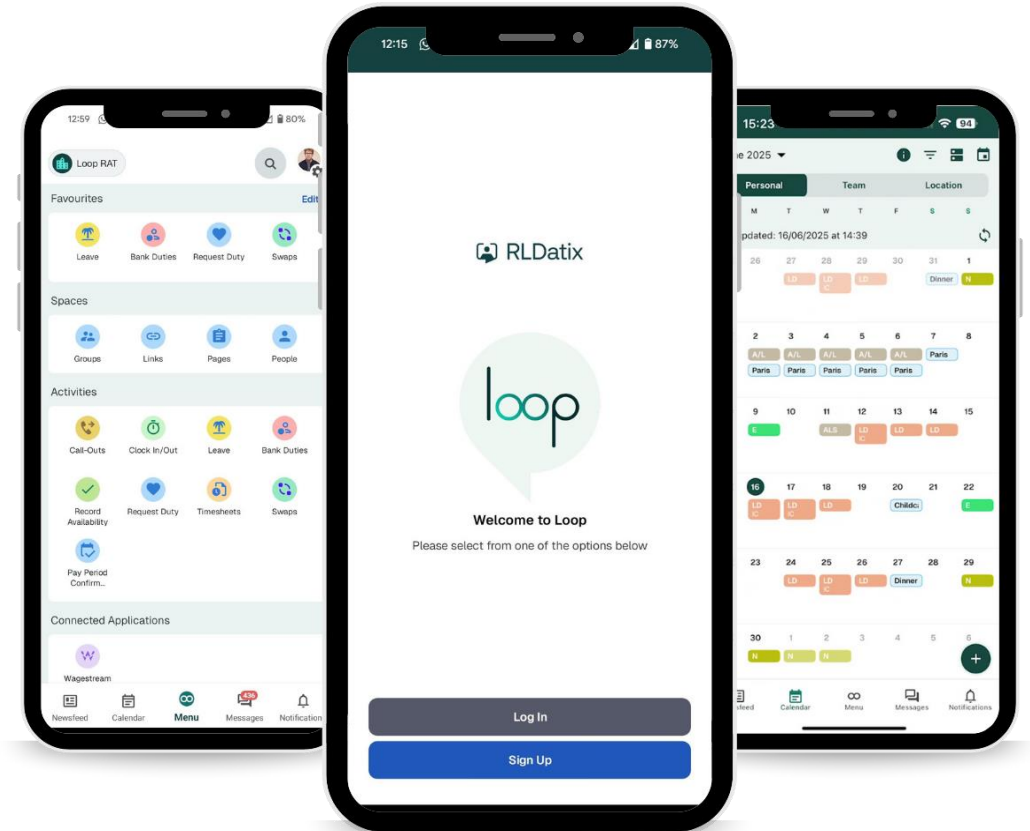
- Want to the Loop logo within your own documentation and files, such as your internal resource hub? We are able to provide you with a wide range of Loop logos, ready for digital or print.



Phase 5 – Additional Assets

Screenshots Bank

- We have a wide range of screenshots showing the different features of the product. These can be added to your own documentation or resource areas.
- These are provided as PNGs.
- There is a selection of individual screenshots as well as group screenshots.





If you have any questions or feedback these assets,
please contact: comms-vault@rldatix.com