Webster Registry

Staff console essentials

Version date 23 November 2026. Synthetic demonstration materials.

Queue

Renewals, new applications and returned files are separate queues.
Open takes you to the application.

Decision

A reviewer can return a file. Approve and Refuse are approver actions.
The timeline separates a system rule from the person who acted.

Reports and notices

Registration approval status counts one row per provider.
Export Excel is a separate permission.
Group send stays in the sandbox.