

NousTalk Client Binder

Registering as a New Client.....	1
Registering a Minor with a Guardian's email.....	6
Uploading Documents to Client File.....	8
Completing the Intake Form.....	10
Scheduling Appointments.....	13
Reschedule or Cancel an Appointment.....	17
Creating a Password for Account.....	21
Contact Us.....	23

Registering a New Client

- 1) **Go to:** <https://togethertalk.noustalk.com/login/client>
- 2) **Click Create my account**



English - CA ▾

 Together Talk
Counselling
Here for you

+ Create my account
Create your account in under a minute >

Client sign in
Sign in with your email, Google, or Microsoft

Email address *

Email me a sign-in link

Continue with password

or

 Continue with Google

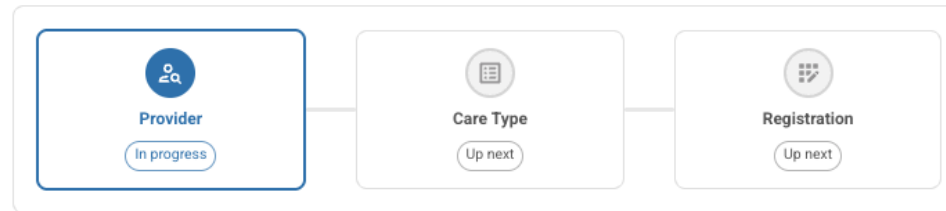
 Continue with Microsoft

Are you a provider? [Provider sign in](#)

3) Choose your provider

- i. Choose the counsellor you would like to book with (most appropriately, the one that counsels in your location)

For example:

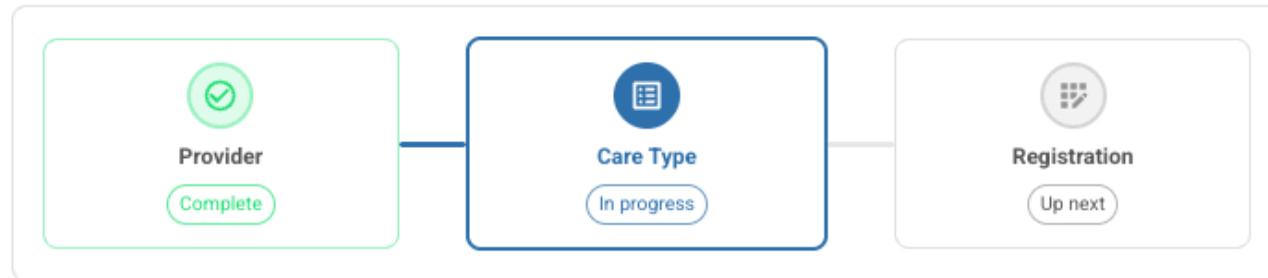


Choose your provider

Select a provider to get started

A grid of seven provider cards. The first row contains: Barbara Cardinal - Admin (with a photo), Trudy Gammel - Admin (with a blue circle containing 'TG'), and Dale Clark (with a blue circle containing 'DC'). The second row contains: Myles Hancock (with a photo), Matt Schaaf - Mental Health Intern (with a photo), and Don McGillivray (with a photo). The third row contains a single card for Aastha Tripathi - Therapist (with a photo), which is highlighted with a blue border and a red glow. Below the grid is a red oval containing a blue 'Continue' button and the text 'Have an account?'.

4) Select “Individual therapy or counseling – for myself only”



What type of care are you seeking?

Choose the option that fits your situation. If you are unsure, choose the closest one — you can update it with your provider later.

☒  **Individual therapy or counseling – for myself only**
I am the only person receiving care. No family members will be added.

Back

Continue

[Have an account?](#)

5) Register by signing up

- 1) Account Type: **Client**
- 2) Select your Provider: **Choose the appropriate Therapist**
- 3) First Name
- 4) Last Name
- 5) Preferred Name: **OPTIONAL**
- 6) Pronouns: **OPTIONAL**
- 7) Preferred Communication Language: (Together Talk provides services in English as well as Hindi, French, and Japanese)
- 8) Address, Country, Province, Postal Code* (If client doesn't know postal code, you can look up address on <https://www.google.com/maps>)
- 9) Time Zone: **MDT** or **MST** (depending on Daylight Savings Time)
- 10) Phone Number: **Client's Phone Number**
- 11) Marital Status: **OPTIONAL**
- 12) Date of Birth: Client's Date of Birth (fill manually or click on the Calendar)
- 13) Email, Confirm Email:
MUST INCLUDE CLIENT EMAIL

Sign up

Enter information below to register



Account Type

Select your Provider

First Name

Last Name

Preferred Name (Optional)

Pronouns (Optional)

Preferred Communication Language

Address

Country Province/State

Timezone

Phone Number

Marital Status (Optional)

Date of Birth

Email

Confirm Email *

Sign up

[Have an account?](#)

Registering a **MINOR** with **GUARDIAN'S EMAIL**

(or with an email already in the system)

- 1) Follow the steps on page 1 through to page 5.
- 2) Fill out the form (as seen on page 5) as usual **EXCEPT for EMAIL**. Please follow these steps below:

When entering the email for the minor:

ADD “+1” before the “@gmail.com”

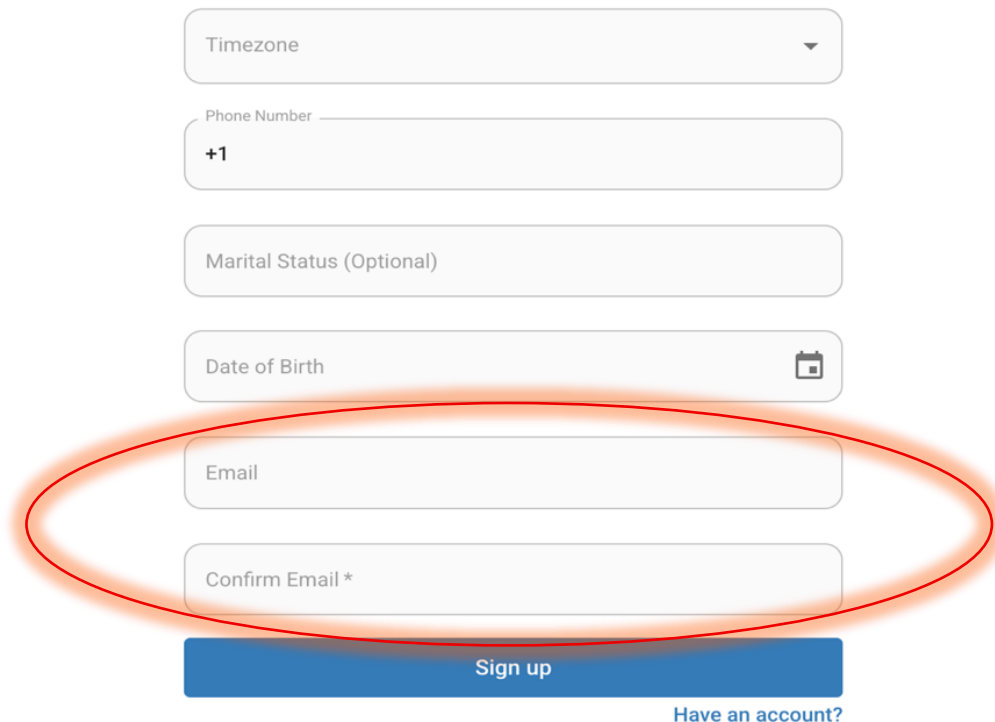
For example:

If **Mom’s** email was:

[mrsexample@gmail.com](#)

Her **child’s** email would be:

mrsexample+1@gmail.com



Timezone ▼

Phone Number
+1

Marital Status (Optional)

Date of Birth 

Email

Confirm Email *

Sign up

[Have an account?](#)

Uploading Documents to Client File

1) Follow numbered steps below from **1** to **4**.

The screenshot displays the 'Together Talk Counselling' web application interface. The left sidebar contains a menu with items: Provider Directory, Availability, My Appointments, **Documents** (highlighted with a red circle and labeled '1'), Records, Notes, Messages, Notifications, and Resources. The main content area has a header with 'DOCUMENT CLIENT FORMS', 'CLINICAL ASSESSMENT FORMS', and **UPLOADED DOCUMENTS** (highlighted with a red circle and labeled '2'). Below this is a search bar and a message 'No documents found.' An 'Upload' button (highlighted with a red circle and labeled '3') is located in the top right corner of the main content area. At the bottom left, there is a 'Your Provider' section for 'Aastha Tripathi - Thera...'. A blue callout box with a red arrow points to an inset image of the 'Upload Document' modal. The callout box contains the text: 'This screen will pop up. Then proceed to select your desired document to upload.' The inset image shows the 'Upload Document' modal with a 'Select your document' button (highlighted with a red circle and labeled '4') and a message 'No file chosen'.

1

2

3

4

This screen will pop up.
Then proceed to select your
desired document to upload.

Upload Document

Select your document

No file chosen

Select all your file you want to upload (Max. 25 MB)

Cancel Upload Now

Completing the **Intake Form**

- 1) Found under “Documents,” select [Complete Form] on the Intake Form
- 2) Fill out form by providing information that you believe pertains to your mental health journey. An example image of the first part of the Intake Form is on the next page.

Together Talk
Counselling

Provider Directory

Availability

My Appointments

Documents

Records

Notes

Messages

Notifications

Resources

DOCUMENT CLIENT FORMS CLINICAL ASSESSMENT FORMS UPLOADED DOCUMENTS

Client Forms

File Name	Last Update	Status
Intake Form	-	Incomplete
Informed Consent	April 25th 2026, 4:15 PM	Completed

Complete Form

Quick View

Your Provider
Aastha Tripathi - Thera...
Click to see contact details

Client Intake Form



Please provide the following information for our records. Leave blank any question you would rather not answer, or would prefer to discuss with your Provider. Information you provide here is held to the same standards of confidentiality as our therapy.

1 Personal Information

2 Why you're here

3 Treatment History

4 Mental Health History

5 Social History

6 Educational History

7 Occupational Information

Personal Information

First name

Last name

Email

Address

Postal Code

Cell Phone Number

Current Status

Next

Last Update Mar 21, 2026, 1:13 PM

Click on **EACH CIRCLED SECTION** – There is information that we can collect on each page.
Make sure to **SCROLL DOWN** on each page to see the **FULL Questionnaire**
Clients **DO NOT HAVE TO** answer each question.

SCHEDULING APPOINTMENTS

1) Follow numbered steps below from **1** to **4**, continued next page.

1

2 Select desired TYPE of counselling session:

3 Select "Individual Counselling"

4 Use arrows buttons to skip to different weeks of availability

If you see this message, keep using the **arrow buttons** to find a week with time slots available, as shown on the next page.

The screenshot displays the 'Together Talk' counselling booking interface. On the left sidebar, the 'Availability' option is highlighted with a red circle and labeled with a red '1'. The main content area shows the 'Session Type' section with 'Virtual' selected, labeled with a red '2' and the text 'Select desired TYPE of counselling session:'. Below this, the 'Select a Service' section shows 'Individual Counselling' selected, labeled with a red '3' and the text 'Select "Individual Counselling"'. The calendar view for August 30 - September 5, 2026, shows a message 'No time slots available for this week' with a red circle and label '4' and the text 'Use arrows buttons to skip to different weeks of availability'. Navigation arrows are visible in the top right of the calendar area.

2) Once you locate a week with time slots available, select your preferred time. See example below:

Together Talk Counselling

Provider Directory

Availability

My Appointments

Documents

Records

Notes

Messages

Notifications

Resources

Session Type

☒ Virtual

☐ In-Person

Select a Service

Individual Counselling [\$0.00 / 50 min]

Couples Counselling [\$0.00 / 50 min]

Select Provider

Aastha Tripathi - Therapist

Aastha Tripathi - Therapist

View Detail

September 6 - September 12, 2026

* All times shown in Canada/Mountain timezone

Time	Sun Sep 6	Mon Sep 7	Tue Sep 8	Wed Sep 9	Thu Sep 10	Fri Sep 11	Sat Sep 12
8:00 AM			8:00 AM	8:00 AM			
9:00 AM			9:00 AM	9:00 AM			
4:00 PM		4:30 PM					
5:00 PM		5:30 PM					
6:00 PM		6:30 PM	6:00 PM	6:00 PM			
7:00 PM		7:30 PM					

Select time a **time slot** that works for you.

THEN, this screen will pop up.

select [Request]

Once requested, this time slot will disappear

Request An Appointment

You are requesting an appointment with Aastha Tripathi - Therapist For the following:

Session Type: Virtual

Service: Individual Counselling

Date: 09/09/2026

Time: 9:00 AM

Cancel Request

3) You can view your booked appointments under “My Appointments” which is a calendar showing all future and past bookings (also including activity such as cancelations and/or rescheduling, etc.)

The screenshot displays the 'My Appointments' section of a web application. On the left, a sidebar contains navigation links: 'Provider Directory', 'Availability', 'My Appointments' (circled in red), 'Documents', 'Records', 'Notes', 'Messages', 'Notifications', and 'Resources'. The main area is a calendar for 'September 2026'. A specific appointment on Wednesday, September 2nd, is highlighted with a red box. The appointment is titled 'Aastha Tripathi - Therapy' and shows a time slot from 09:00 am to 09:50 am. The top right of the interface shows the user's name 'Hello, Cassie', language 'English - CA', and a profile icon. The bottom left shows the provider's name 'Aastha Tripathi - Thera...' and a link to view contact details.

How to Reschedule or Cancel an Appointment

1) Under “My Appointments,” find the appointment you want to change. Select the appointment block on the calendar.

Together Talk
Counselling

Provider Directory
Availability
My Appointments
Documents
Records
Notes
Messages
Notifications
Resources

Hello, Cassie
CLIENT
English - CA

Your Appointments

< > September 2026 Today

Confirmed Pending Late Cancelled/No Show Cancelled Month

Sun	Mon	Tue	Wed	Thu	Fri	Sat
30	31	1	2	3	4	5
6	7	8	9 Aastha Tripathi - Therapist 09:00 am - 09:50 am	10	11	12
13	14	15				
20	21	22				
27	28	29				

Aastha

Created On: Sep 02 2026 05:29 pm
Participant(s): Cassie C00300 Confirmed
Provider(s): Aastha Confirmed
Reminder(s):
Appointment Status: Confirmed

Session Date/Time: Sep 09 2026 at 09:00 am
Session Type: Virtual
Service Type: Individual Counselling
Service Rate/Duration: \$0/50 min
Total: \$0.00

Request to Reschedule Cancel

Your Provider
Aastha Tripathi - Thera...
Click to see contact details

To Reschedule:

- 2) If you selected [Request to Reschedule], a calendar will pop up.
- 3) Click through the days until you find Time Slots Available and select the new Time Slot you would like to book, see example:

The screenshot displays a mobile application interface for rescheduling an appointment. A modal window titled 'Aastha' is open, featuring a 'Select Date & Time' section on the left and a 'Time Slots Available' section on the right. The calendar shows September 2026, with the 8th highlighted. The time slots section lists 08:00 AM, 09:00 AM (highlighted with a red box), and 06:00 PM. A blue callout box with an arrow points to the 09:00 AM slot, containing the text: 'Select the new Time Slot that you would like to reschedule to. THEN select [Reschedule]'. At the bottom right, the 'Reschedule' button is highlighted with a red circle. A 'Cancel' button is located at the bottom left. The background shows a 'Your Appointments' screen with a calendar view.

Select Date & Time

September 2026

S	M	T	W	T	F	S
30	31	1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	1	2	3

Time Slots Available

AM

08:00 AM 09:00 AM

PM

06:00 PM

* All times shown in Canada/Mountain timezone

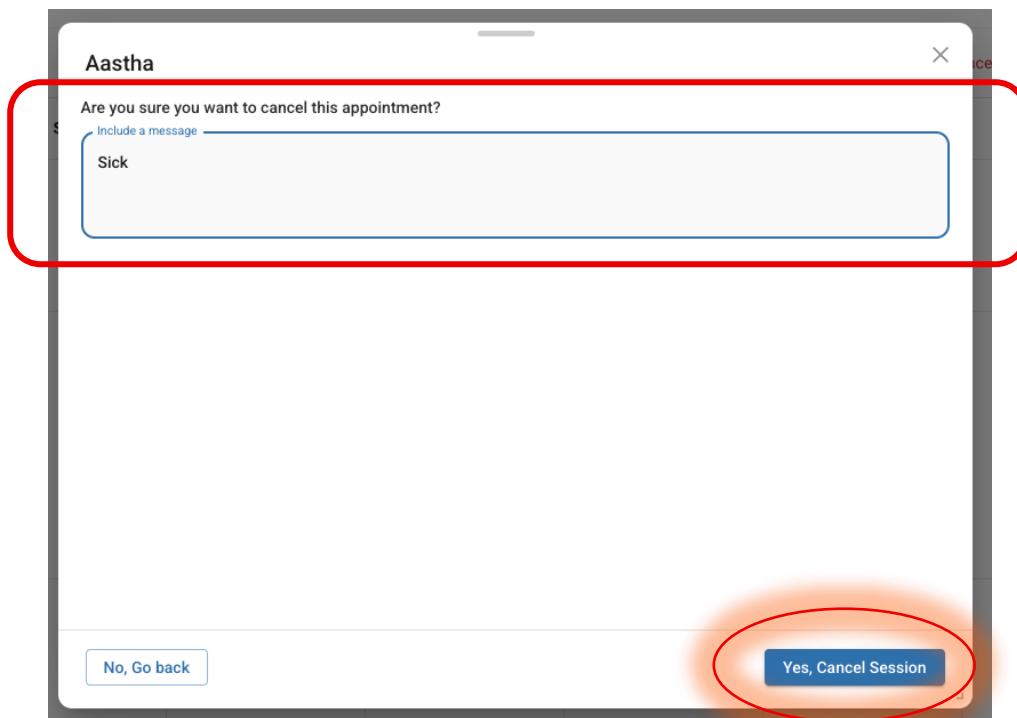
Select the new Time Slot that you would like to reschedule to.

THEN select [Reschedule]

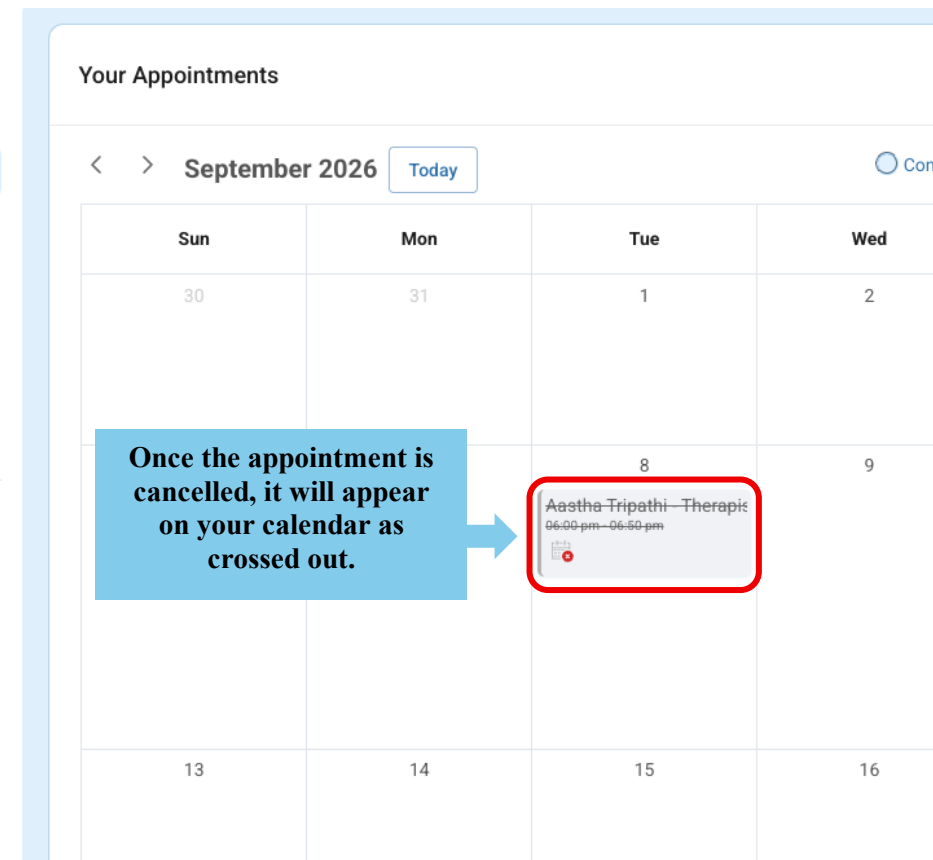
Cancel Reschedule

To Cancel:

- 1) If you selected [Cancel], a confirmation will pop up with a section to provide a reason for cancellation.



A confirmation dialog box titled "Aastha" with a close button (X) in the top right corner. The main text asks, "Are you sure you want to cancel this appointment?". Below this is a text input field with a placeholder "Include a message" and the word "Sick" entered. At the bottom, there are two buttons: "No, Go back" on the left and "Yes, Cancel Session" on the right. A red rectangle highlights the text input area, and a red circle highlights the "Yes, Cancel Session" button.



Creating a Password for Account

Creating your Password

When setting up your account, your password must include:

- ✓ At least **8 characters**
- ✓ At least **1 uppercase letter** (e.g., A, B, C)
- ✓ At least **1 lowercase letter** (e.g., a, b, c)
- ✓ At least **1 special character** (e.g., !, @, #, \$, %, ^, &)

Example of a valid password:

Together@123!

Common Issues:

- You may be missing a capital letter
- You may not have included a “special character”
- Your password may be too short

The form consists of two input fields and a button. The first field is labeled 'Password' and contains the text 'Example123!'. Below it is a green progress bar and the word 'Strong'. The second field is labeled 'Confirm Password' and also contains 'Example123!'. Below the fields is a blue button labeled 'Reset Password'.

Need More Assistance?

Please do not hesitate to contact us with your questions!

togethertalkcounselling@gmail.com

[\(780\) 674-9366](tel:(780)674-9366)