

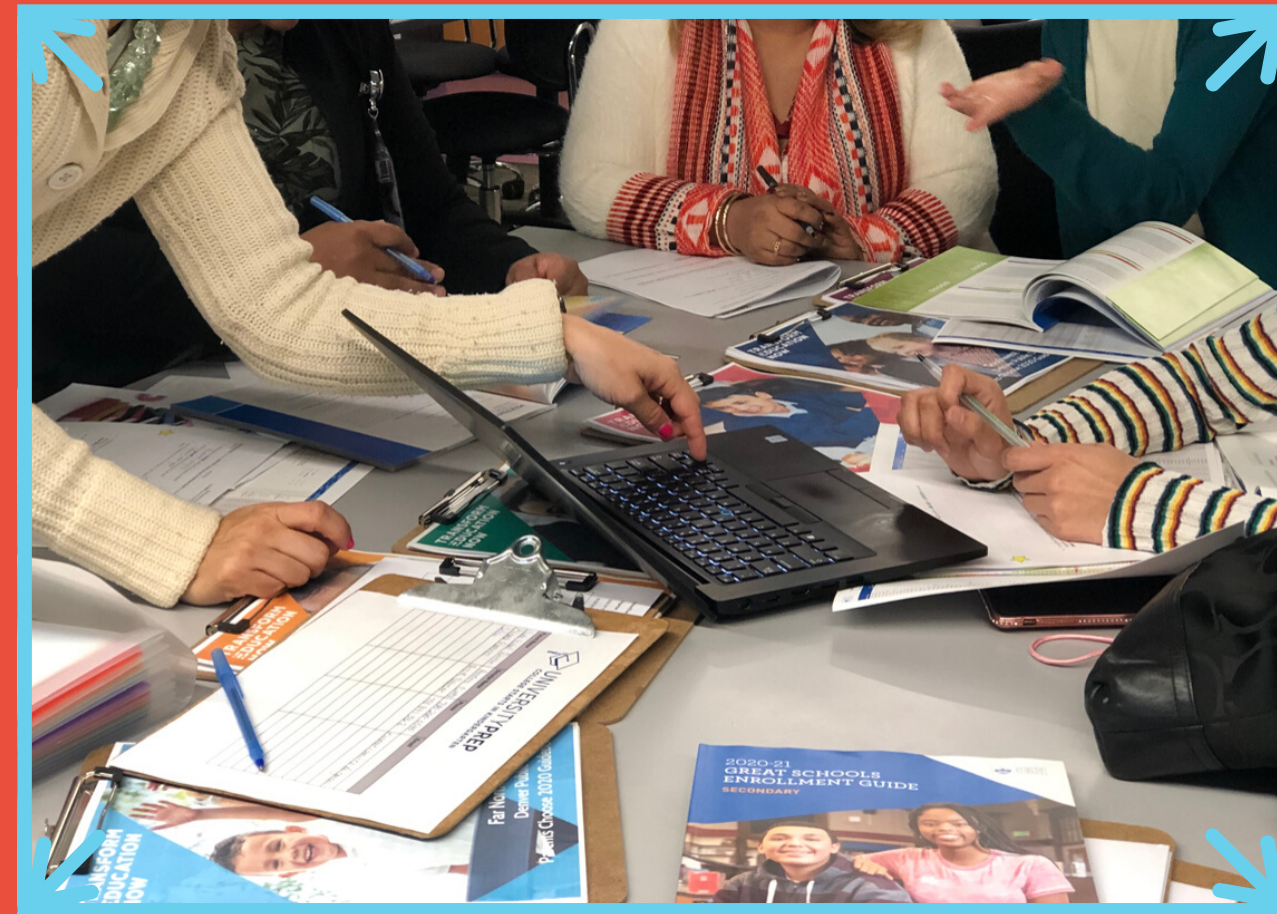
HOW TO USE THE

TEEN

SLACK CHANNEL



In an effort to stay connected during this period of isolation, and in an effort to build a collaborative environment for families to share ideas and resources, we have built a TEN Parent Slack Channel.



Our guide will help you make the most out of our Parent Group with tips on how to set up your channel and how to engage.



DOWNLOAD THE APP

You can download the app on your computer or on your phone through the app store.

**Click the download icon on the right to download Slack onto your computer or go to:
<https://slack.com/download>**



To download on your phone, simply go to the App store on your phone and search "slack"



JOIN OUR COMMUNITY

We have channels for you to collaborate with teachers and for you to learn about ways to support your child's well-being during a stressful time.

You can join our community by clicking the heart icon below.



**Or copy and paste the following link into your browser:
https://join.slack.com/t/ten-parents-workspace/shared_invite/zt-cyg2hdw6-Jyw9BPy_0TM~JQ82JQvaka**



1



TEN Parents ▾

Ryan Nelson

Ryan Nelson
Active

Set status ⌘ ⬆ ⬇

Do not disturb >

View profile

Preferences ⌘,

SET UP A PROFILE

4

Message Edit Profile ⋮

3



Edit your profile

Full name
Ryan Nelson

Display name
Ryan Nelson
This could be your first name, or a nickname – however you'd like people to refer to you in Slack.

What I do
Communications Associate
Let people know what you do at TEN Parents.

Phone number
508-332-8130
Enter a phone number.

Time zone
(UTC-07:00) Mountain Time (US and Cana... ▾
Your current time zone. Used to send summary and notification emails,

Profile photo
Upload an Image

Cancel Save Changes

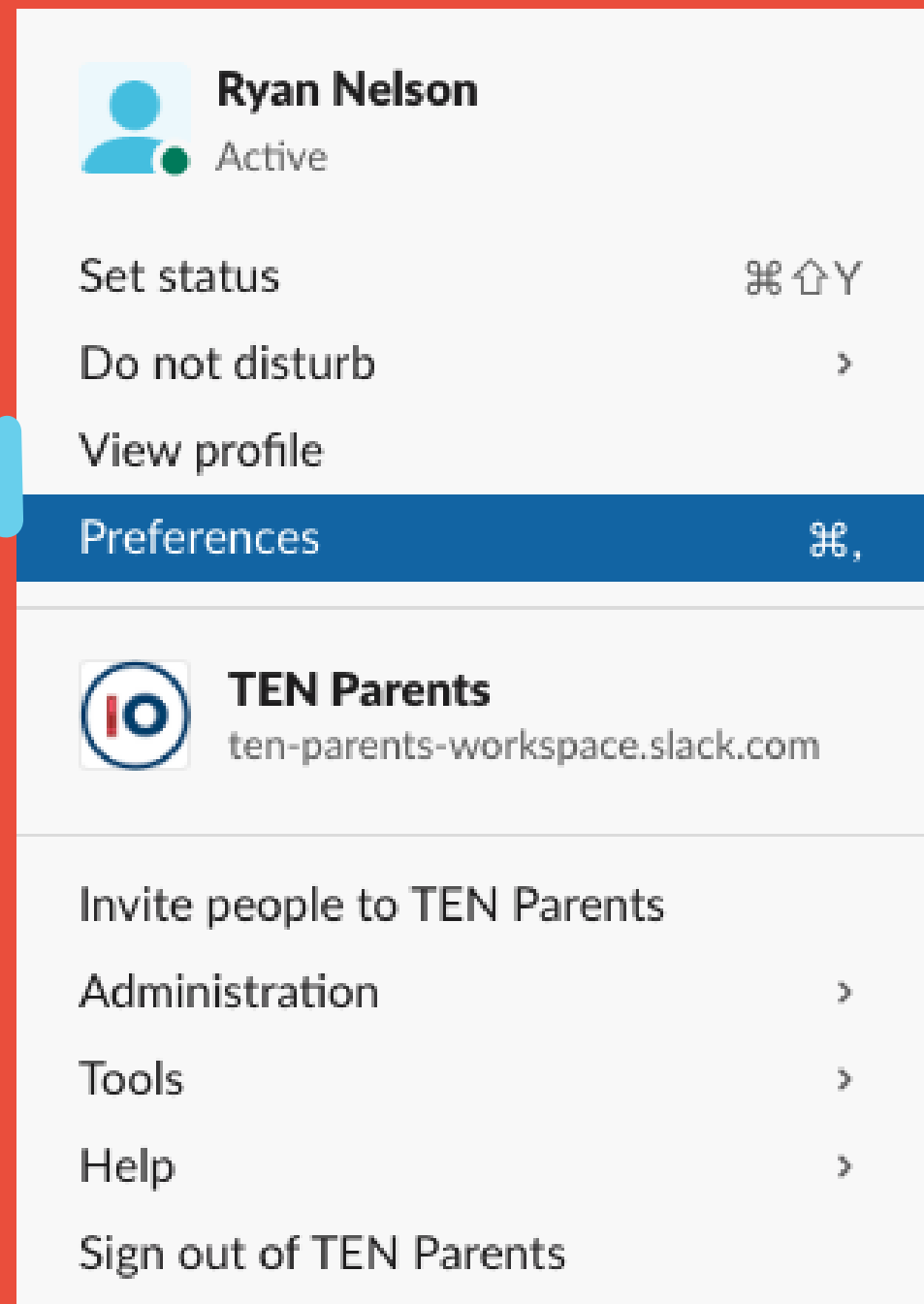


2

SET UP NOTIFICATIONS

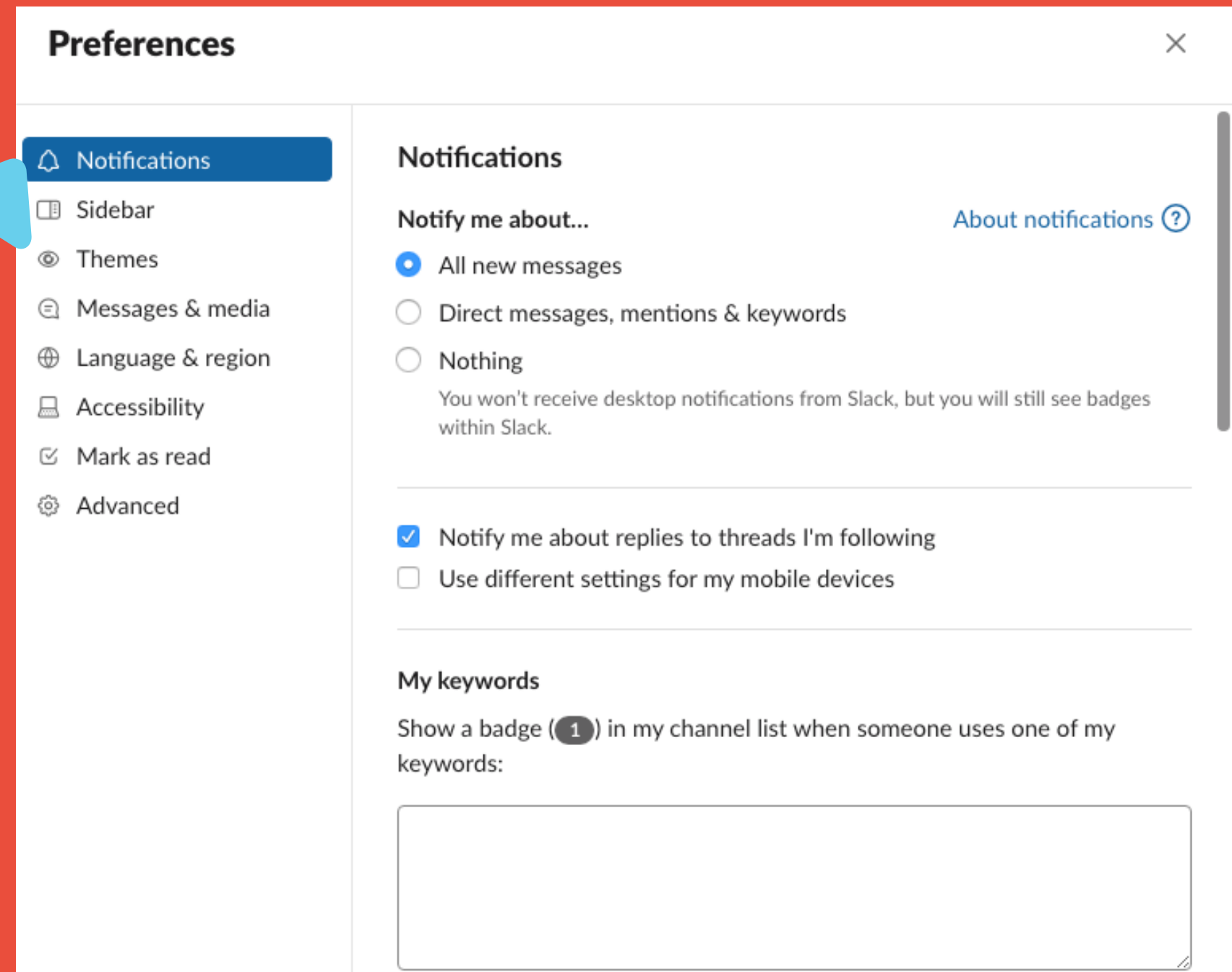
There can be a lot of noises, so feel free to adjust your settings however you like.

1. Click on preferences under your name



A screenshot of the Slack user profile menu for Ryan Nelson. The menu is open, showing options like 'Set status', 'Do not disturb', 'View profile', and 'Preferences'. A blue arrow points to the 'Preferences' option, which is highlighted in blue. Below the profile section, there is a section for 'TEN Parents' with a workspace URL 'ten-parents-workspace.slack.com'. At the bottom, there are options for 'Invite people to TEN Parents', 'Administration', 'Tools', 'Help', and 'Sign out of TEN Parents'. A circular logo with 'IO' is visible in the bottom left corner of the overall image.

2. Adjust the settings to your liking.



A screenshot of the Slack 'Preferences' dialog box. The 'Notifications' section is selected in the left sidebar. The main content area shows notification settings. Under 'Notify me about...', the 'All new messages' option is selected with a blue radio button. Other options include 'Direct messages, mentions & keywords' and 'Nothing'. Below this, there are checkboxes for 'Notify me about replies to threads I'm following' (checked) and 'Use different settings for my mobile devices' (unchecked). The 'My keywords' section shows a badge with the number '1' and a text input field for keywords.

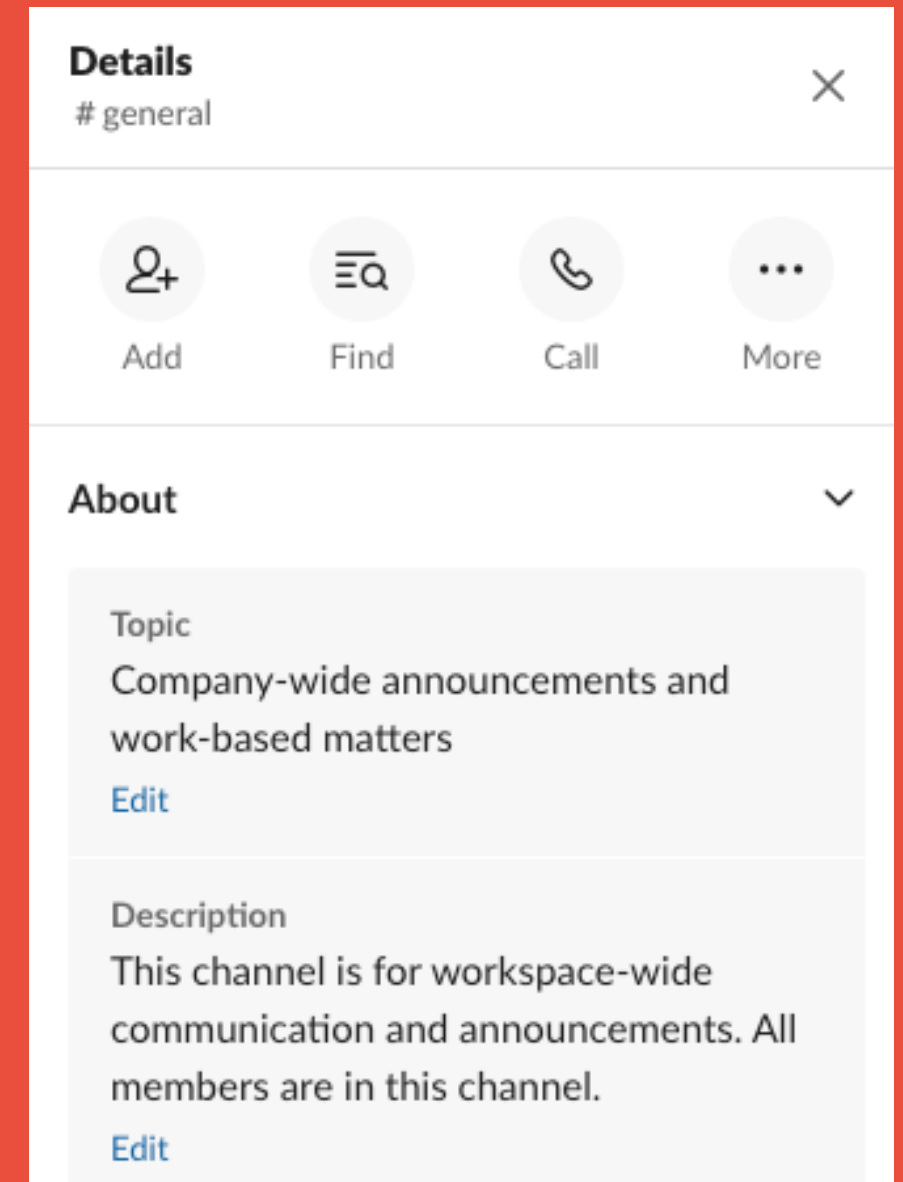


- ▼ Channels +
- # bilingual_education
 - # chúng-tôi-nói-tiếng-việt
 - # communityhelpers
 - # communityresources
 - # elementary_content
 - # falamos-portugues
 - # general
 - # gifted_and_talented
 - # hablamos-espanol
 - # high_school_content
 - # middle_school_content
 - # random
 - # special_education
 - # sped_collaborative
 - # wellness
 - # نتكلمالعربية
 - # አማርኛአንጻገራለን

EXPLORE OUR CHANNELS

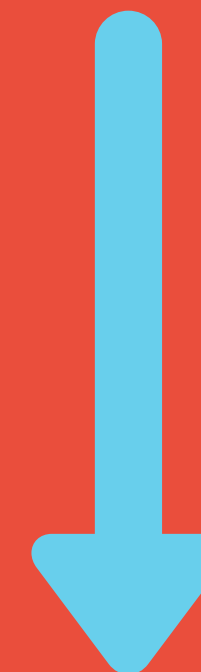
We've created separate channels for parents to communicate and connect on different topics

When clicking on a channel, go to the details section on the top right to learn more about that channel.



FIND OR INVITE PEOPLE TO THE COMMUNITY

- @ Mentions & reactions
- 📄 Drafts
- 🔖 Saved
- # Channels
- 👤 People**
- 📱 Apps
- 📁 Files
- ↑ Show less



People Invite People

Members

🔍 Search



HAVE ANY OTHER QUESTIONS?

**Message Ryan Nelson directly on Slack or email him at
ryan.nelson@transformeducationnow.org**

TEN