How to Join the Joint BME Slack Workspace

When you join the department, a request will be put in to add you to our listservs and an invitation to Slack will be sent to your work email address. To sign up, follow the instructions in your Slack invitation, or use the following steps:

- 1. From your desktop, visit <u>https://slack.com/signin</u>.
- 2. Create an account using your primary work email address (or use Google sign in if you're using your NCSU account).
- 3. Check your email for a confirmation code from Slack and enter it.
- 4. To download the desktop version of Slack, visit: <u>https://slack.com/</u> -- if you're signed into your account, there should be a prompt on the home page to download the correct version for your computer.
- 5. To find the Joint BME Workspace:
 - a) From the desktop application version of Slack, browse the upper area of the Slack window until you've found Add Workspaces> Find Workspaces and search for Joint BME.
 - b) From the browser (once you've logged in to Slack), look through suggested Workspaces on your main account page – if Joint BME is not listed, you can request an invite from <u>bme_help@ncsu.edu</u>

To Accept a Slack Invitation:

To join a workspace you've been invited to, you'll need to accept the invitation and set up a Slack account for that workspace:

For Desktop:

- 1. Check your inbox for an email invitation from Slack.
- 2. Click Join Now.
- 3. Enter your full name and a password, then click **Create Account**.

For iOS:

1. Download the <u>Slack app for iOS</u>.

- 2. Check your mobile inbox for an email invitation from Slack.
- 3. Tap Join Now.
- 4. Enter your full name and password, then tap **Next**.

For Android:

- 1. Download the <u>Slack app for Android</u>.
- 2. Check your mobile inbox for an email invitation from Slack.
- 3. Tap Join Now.
- 4. Enter your full name and tap **Next**.
- 5. Create a password and tap **Next**.