

Instruction for Participating in a SCIS&ISIS2020 Workspace in Slack

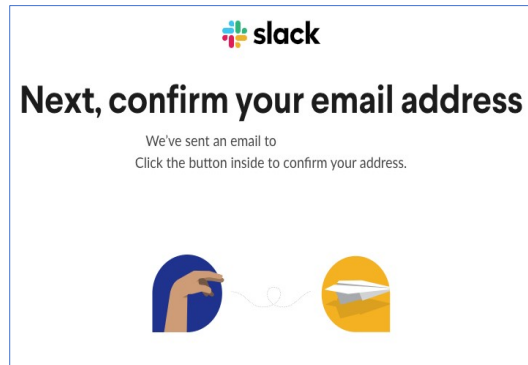
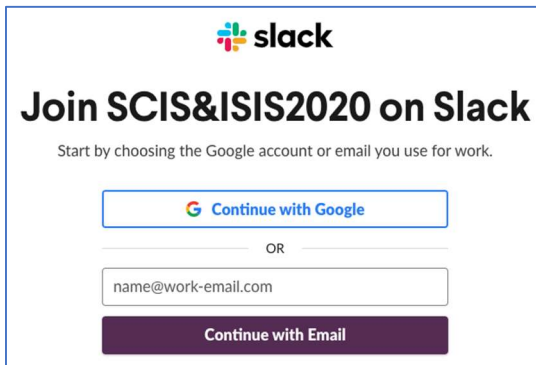
26 Nov. 2020

SCIS&ISIS2020 Online System Committee

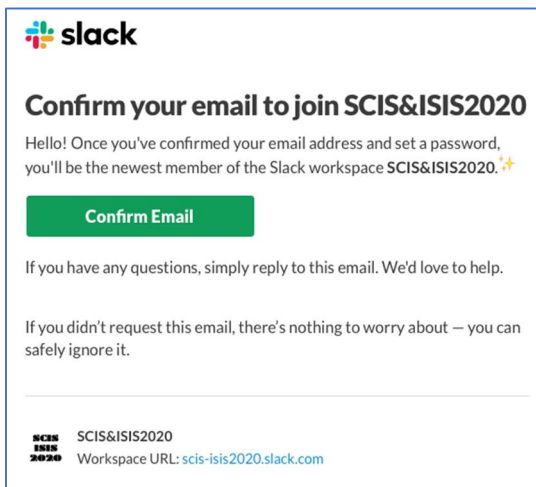
SCIS&ISIS2020 has launched a **SCIS&ISIS2020 workspace** in **Slack** to facilitate discussions outside the sessions. If you are a presenter, moderator, or interested participants, please register for the channel and use it for discussion.

1. How to Join the SCIS&ISIS2020 workspace

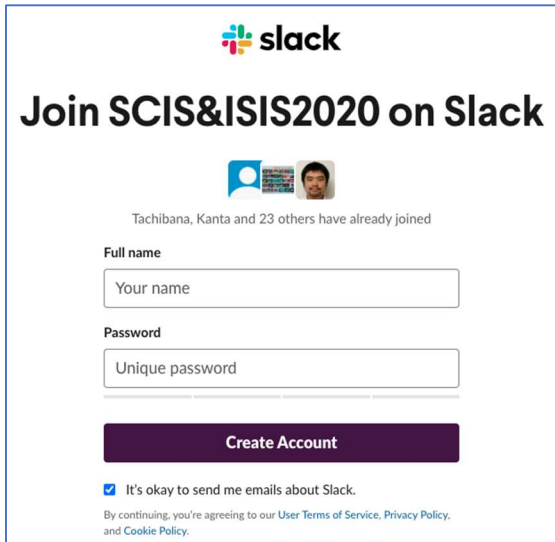
1. Please access from the URL which has announced by an email.
2. The left-side screen will be displayed. Use your **Google account** or enter your **email address** to join the workspace. When you enter your email address and click the button below, the right-side screen will be displayed, then please check your email.



3. You will receive an email with the subject "**Confirm your email to join SCIS&ISIS2020**". Please click on "**Confirm Email**" in the message.

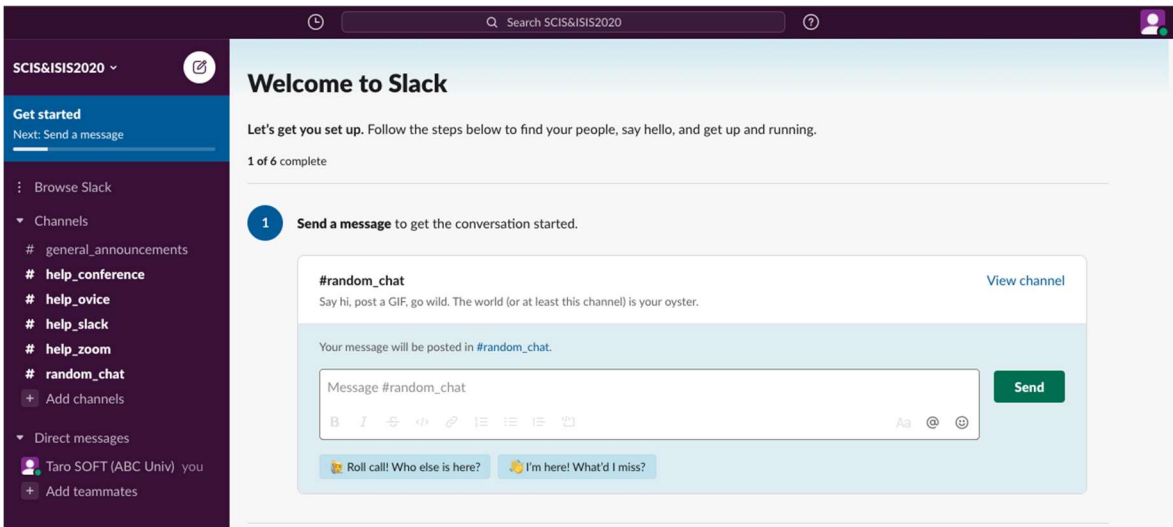


4. You will see the following screen in your browser: Enter the name and set a password for the SCIS&ISIS2020 workspace. The name should be “Name (Affiliation)”. After setting up, please click on "Create Account".



The image shows the Slack account creation interface for the SCIS&ISIS2020 workspace. At the top, the Slack logo is displayed next to the text "Join SCIS&ISIS2020 on Slack". Below this, there are three profile icons and the text "Tachibana, Kanta and 23 others have already joined". The form includes a "Full name" field with the placeholder "Your name", a "Password" field with the placeholder "Unique password", and a "Create Account" button. At the bottom, there is a checkbox for "It's okay to send me emails about Slack." and a link to the "User Terms of Service, Privacy Policy, and Cookie Policy."

5. You will see the following screen in your browser. You do not need to follow “Get started” but we highly recommend you install Desktop App in 4.



In the menu bar on the left side, there are “channels” and “direct messages”. You will mainly use the “channels” which are set up on a topic-by-topic basis. The following six channels are the default for everyone.

general_announcements – The conference organizers will use this channel for general announcements. If you are a session organizer and want to advertise your session. Please use this channel for the announcement.

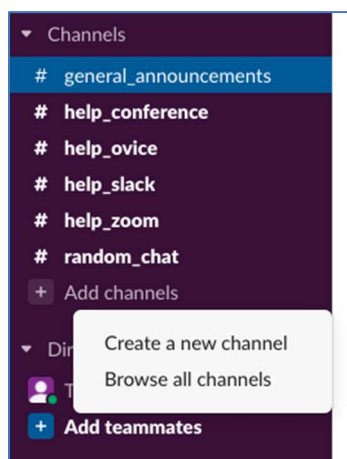
help_conference – Please write your question on the conference. The organizers will answer your question.

help_ovice, # help_slack, # help_zoom – Please write your question on oVice, Slack, and Zoom, respectively.

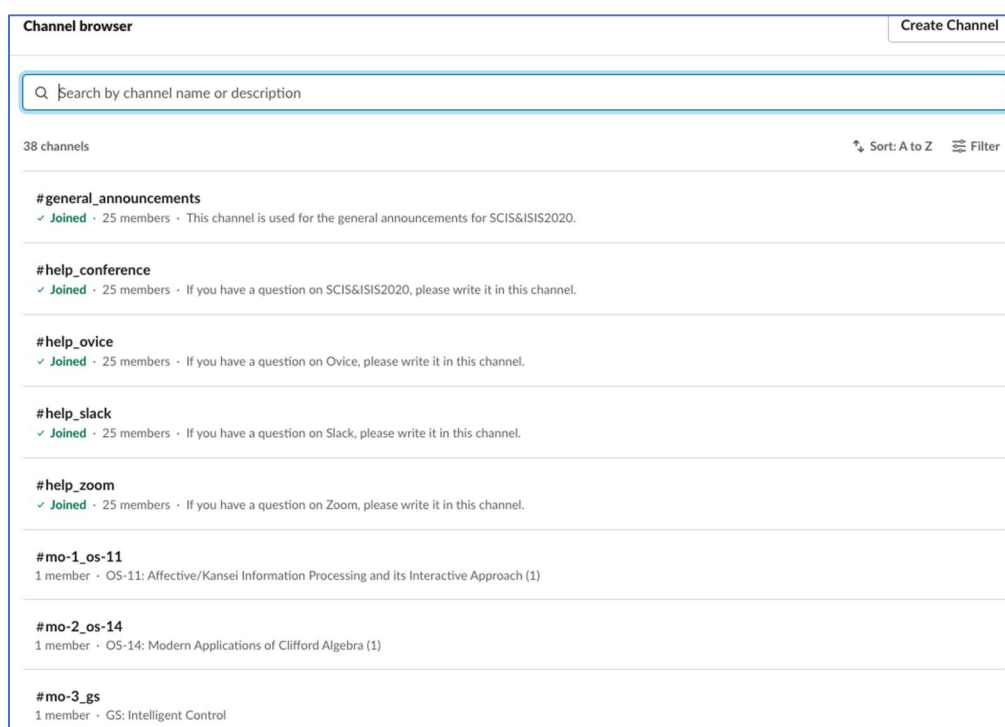
random_chat – This is for chatting among participants. Please freely use this channel for your communication.

2. How to Join **other** channels

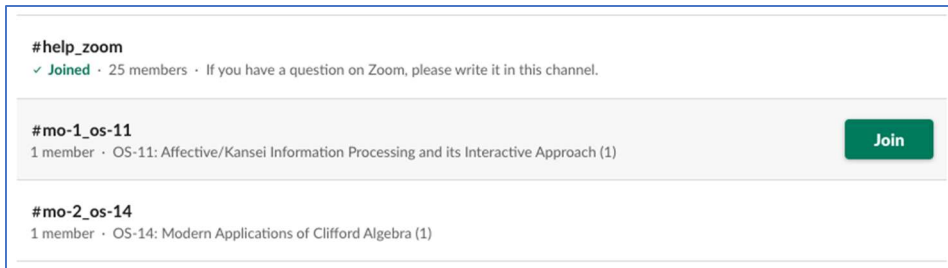
1. **Session-wise channels are already prepared. Because they are not visible, please check the channel list you can join.** At the bottom of the channel list in the left menu, there is a link called “**Add channels**”. When you click it, you can choose “Create Channel” and “**Browse all channels**”. Please select “**Browse all channels**”.



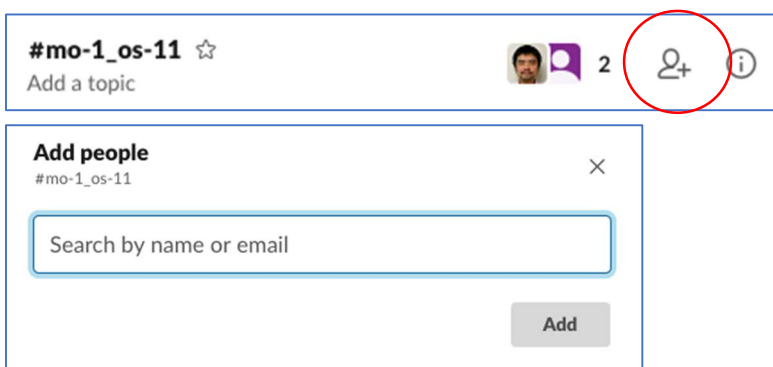
2. The list of available channels is displayed. For sessions, the session number is used for the channel name (e.g., “# mo-1_os-11” is for Mo-1 OS-11 session). There are also plenary talk channels.



3. Feel free to join any channels where you will have a presentation, or you are interested in. To join channels, mouse over a channel name in the channel list, then the “Join” button will appear. When you click on the channel name, you can see the past chats and the “Join Channel” button. When you join a channel, it will be added to your channel list in the left menu.



- In the upper right corner of the channel screen, there is an icon with a plus symbol. You can add a member to the channel by clicking it. **If you are a moderator or OS organizer, we would appreciate it if you could add presenters or other interested participants and use this chat for further discussion outside of the session's presentation time.**



- If you want to talk to a specific user in a channel, write the username after the “@”. This allows us to get the attention of certain users. By putting “@channel” at the beginning of the message, everyone in the channel will be notified.

3. Desktop application

Slack is available not only in the browser, but also in the desktop app. Please download the following URL.

<https://slack.com/downloads/>

There is Slack app for smartphones and ipads. Please find Slack app in App Store or Google Play.

Enjoy discussions through Slack!