Getting Started in Slack

Use these instructions to assist in logging on to Slack for the first time and getting setup.

Step-by-step guide

1. Download and install the Slack app for your platform:
   - Desktop: https://slack.com/downloads/windows
   - MacOS: https://slack.com/downloads/osx
   - Linux: https://slack.com/downloads/linux
   - Android: https://slack.com/downloads/android
   - iOS: https://slack.com/downloads/ios
2. When asked for your workspace URL, type yale.enterprise then click Continue.
3. Depending on your affiliation, choose a sign in option:
   Select "Sign in with Yale NetID" if you have a Yale NetID and email address
   Select "I have a guest account" if you do not have a Yale NetID and email address

Sign in to Yale SOM

Sign in with Yale NetID

or

I have a guest account

Sign in with your email and password if you have a guest account.

Org Owners can also sign in here.
4. Enter your credentials. Yale users with see a CAS logon page, while guests will see a guest log on page.
5. Read and decide if you agree to the terms of service. If you do not accept the terms of service you cannot use Yale SOM's Slack.

Please ensure that you've read Yale SOM's Terms of Service, which are linked with Slack's terms of service: Slack Terms of Service

**Review the terms of service**

Yale SOM IT is a Slack workspace managed by Yale SOM. By choosing "I Agree" you understand and agree to:

- Slack's Privacy Policy
- Slack's Cookie Policy
- Yale SOM's Terms of Service

I Agree
6. You'll now see a list of Yale SOM workspaces you have access to. Choose a workspace and select Launch in Slack.

7. Once you've joined a workspace, edit your profile.

**NOTE: Time Zone**

BE SURE TO CHANGE THE TIME ZONE IN YOUR PROFILE!
Typically the time zone is set to the time zone you're in when you first logon; however, due to a bug, the time zone is always set to Pacific time. Slack hopes to release a fix for this bug soon.

8. Find and add yourself to channels.
Related articles

- Requesting Add-ons for Jira, Confluence, or Slack
- Slack Terms of Service
- Guidelines for Slack Workspace Ownership
- Guidelines for Slack Workspace Administration
- In Slack my mention name is my NetID