Create private, multi-workspace channel

1. Start a direct message.
   a. On the left side of your Slack window, locate "Direct Messages" and click the + button.
   b. Search for and select at least 2 and up to 8 people to add to the group direct message, then click Go. You will be able to add more after step 2.

2. Convert it to a private, multi-workspace channel, then add additional members.
   a. From your Slack desktop app, select the group direct message.
   b. Click in the top right, then click More.
   c. From the menu, select Convert to private channel.
   d. To confirm, click Yes, continue.
   e. Enter a name for the new channel.
   f. Click Convert to a private channel.
   g. You will now be able to add anyone from Yale SOM to the channel.
You can add up to 1,000 people to a channel at once! https://slack.com/help/articles/201980108-Add-people-to-a-channel#add-large-groups-to-a-channel

We recommend adding people using their email addresses.

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