

Slack

**Information below was pulled from slack.com*

Slack is a business messaging application that can be used on both desktop and mobile. It aims to connect people to the information they need within their organization by bringing people together in one uniform workspace.

Working in Slack

Slack allows you to stay connected in a flexible and inclusive way.

Connected

Allows you to stay connected with those inside and outside of your organization. Allowing you to collaborate with your team and other teams, as you would in person. Slack uses a dedicated work space called “channels” to stay connected, use various channels to organize your communication.

Click to learn more about [collaborations](#), [messaging](#), [external partners](#), and [channels](#).

Flexible

Allows you to work with your employees and their schedule/timezone. No matter the location, time zone, or function you can access work when it is organized in channels. You get to access the information in your own time. This allows fluid communication, questions, or followups without the need for coordinating schedules.

Click to learn more about [organizing channels](#) and [accessing the information you may need](#).

Inclusive

Keep things shareable, slack allows everyone in an organization to have access to the same information within a channel. This allows for easier decisions and collaboration.

Click to learn more about shared and [searchable information](#).

Slack Pricing plan

Slack allows an organization to pay by the month or the year, and has a flexible cancelation policy.

Slack is broken into three different price plans; Pro, Business Plus, and Enterprise Grid. See the pricing details [here](#).

Helpful Links

*Links are pulled straight from the [slack website](#)

- Intro to Slack
 - [What is Slack?](#)
 - [How to use Slack: your quick start guide](#)
 - [Understand your actions in Slack](#)
 - [Slack glossary](#)
- Getting started for Slack admins
 - [Getting started for workspace creators](#)
 - [Create a Slack workspace](#)
 - [Email template for introducing Slack](#)
- Getting started for new users
 - [Getting started for new Slack users](#)
 - [Join a Slack workspace](#)
 - [Request a new workspace on Enterprise Grid](#)
- Review roles & permissions
 - [Types of roles in Slack](#)
 - [Permissions by role in Slack](#)

Learning Tools

Link to slack download page [here](#).

Instructional Video:

NIWRC has put together a short instructional video highlighting the various features that this application has in terms of communications efficiency. [Video Link](#).