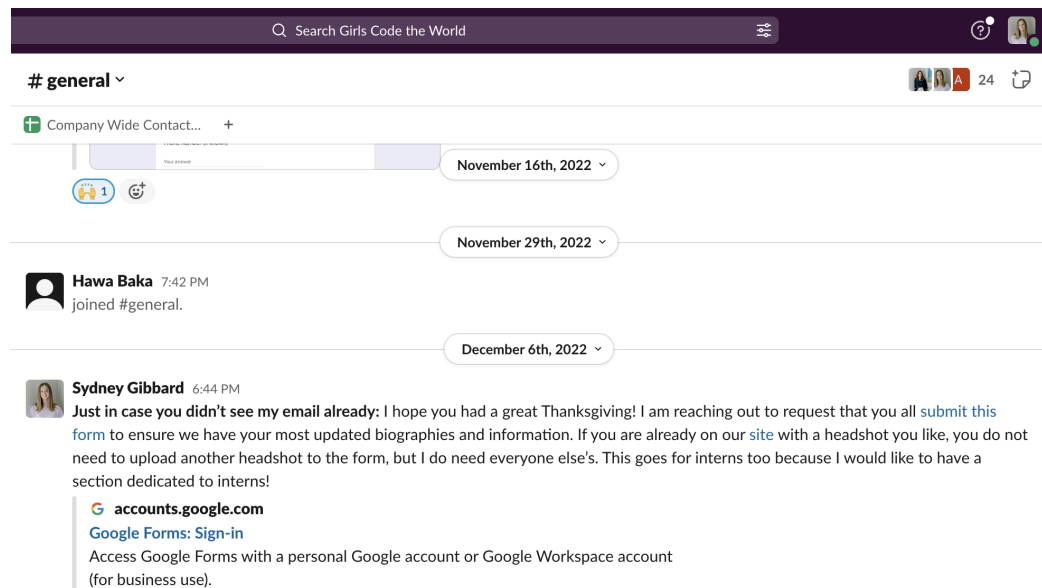# Slack Onboarding

You should receive an invitation via email to join the Girls Code the World Slack. You can download the [MacOS](#) app here and the [Windows](#) app here. You should also download the app to your phone with this [link for iPhone](#) and this [link for Android](#).

☐ Favorite https://girlscodetheworld.slack.com/ in your bookmarks bar so you can view it in web version
☐ Download the app to all of your devices (see above for links)
☐ Add your name
☐ Add a professional profile picture
☐ Add your position/other titles
☐ Add your pronouns

Instructions for above:

Click the Profile in the very top left.

The box below will pop up, click "Profile".

Sydney Gibbard
● Active

😊 Update your status

Set yourself as **away**

Pause notifications   ›
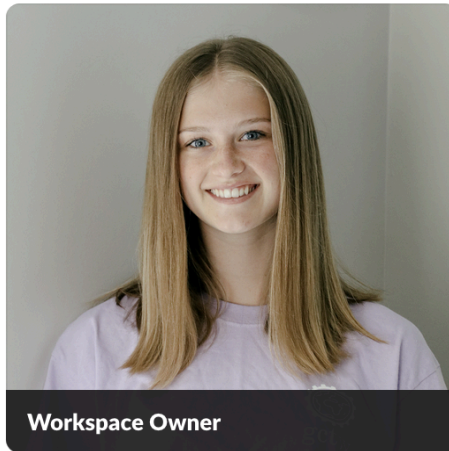
Profile

Preferences   ⌘,

Downloads   ⌘⇧J

Sign out of Girls Code the World

The box below will pop up. Press edit to edit your information.

Profile   ✕

Workspace Owner

Sydney Gibbard   Edit

Co-Founder and Co-President

she/her/hers

+ Add name pronunciation

● Active

🕐 4:12 PM local time

| Set a status | View as ⌄ | ⋮ |

Contact information   Edit
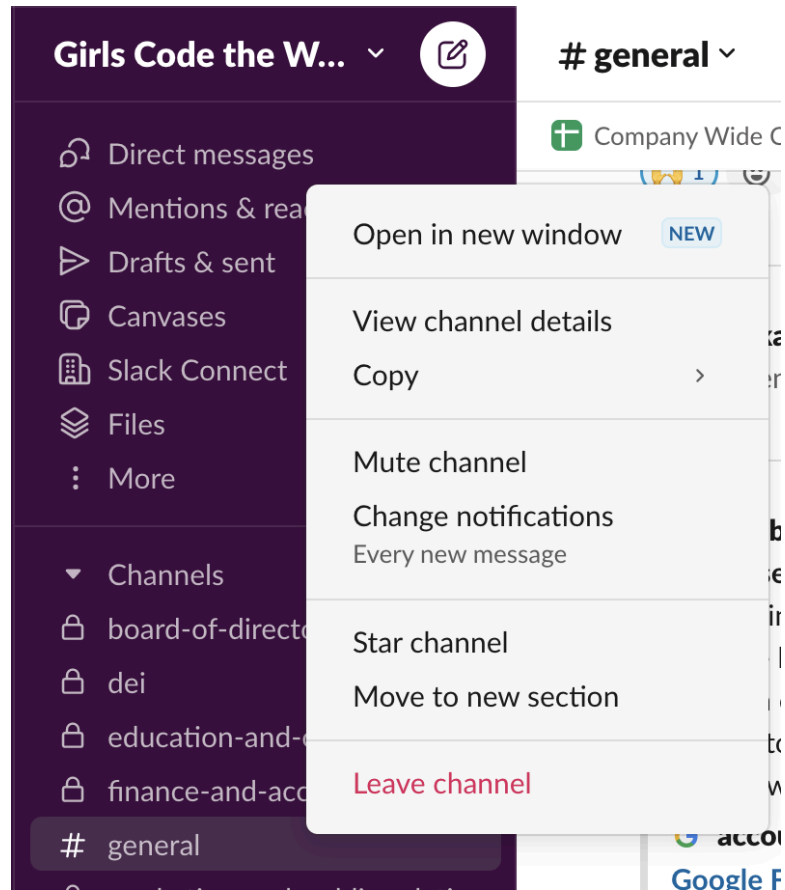
✉ Email Address
accounts@girlscodetheworld.org

+ Add Phone

☐ Turn on your notifications for all the channels you are in
　　Instructions:

　　Right click on the name of the channel you are in and press "Change notifications".

Turn on/off the specific settings below so it looks like the screenshot to not get too many messages, but also the necessary ones!

Notifications

✕

Send a notification for

◉ All new messages

○ Mentions

○ Nothing

☐ Use different settings for mobile devices

☑ Get notified about all replies and show them in your **Threads** view

☐ **Mute channel**
Muted channels are greyed out at the bottom of your channel list. You'll still see a badge in the sidebar if you've been mentioned.

Note: You can set notification keywords and change your workspace-wide settings in your Preferences.

Cancel   **Save Changes**