Getting Started: TAG's Slack

Create Your Profile

To help people get a sense of who you are, it’s important that you keep your Slack profile up to date. In addition to your first and last name, your profile should include:

- Your photograph
- Your job title or role
- Your organization
- Your LinkedIn url

Though not mandatory, we strongly encourage this information be added to your TAG Slack profile, as it helps to create a sense of community and facilitates networking within the space.

Review Slack Policies

Please see our TAG Slack Usage Policy for more details.

Explore Channels

Now that you're in, feel free to explore the channels below and say hello.

Overview of Slack Channels

Here is how the TAG Slack space is broken down:

- **#coffee-break** - less tech, more connect. A great place to for informal sharing.
- **#tag-announcements** - TAG posts news and events here before sharing via email.
- **#tag-general** - the 'big tent' for conversations on everything TAG (tools, knowledge sharing, questions, etc.)
- **#plugs-and-promo** – an opportunity for self-promotion and the space where vendor/partners can post promotions and events.

In addition, TAG offers the following private channels and/or user groups:

- **#communityfoundations-private** - the space for community foundation staff to share and connect with other community foundations. By invitation only - No vendors, please.
- **#fluxx-users** - a private place to ask questions and share tips with your fellow platform users. By invitation only - No vendors, please.
#salesforce-users - a private place to ask questions and share tips with your fellow platform users. *By invitation only* - No vendors, please.

#women-in-tech - a learning group for women in philanthropy tech, by women in philanthropy tech. *By invitation only.*

We encourage all members to communicate in a manner that is positive, inclusive, and respectful.

## Tips for Using Slack

- We suggest bookmarking the TAG Slack to stay connected to the TAG community.
- If you only want to receive notifications during certain hours or on certain days, you can [set a notification schedule](#).
  - If you would like, you can be notified when specific keywords are used or when specific topics are mentioned.
- Mind the channel’s purpose and try to keep your sharing related to the channel topic.
- Use threads (“reply in thread”) to engage in conversations with peers on a question/post.
- Keep channel messages to a minimum at night and during weekends. Update your status to “active” to indicate to your peers when you are available.

## Usage by Vendors, Partners, and Providers

The TAG Slack space is a place for knowledge sharing and peer-to-peer networking, and as such, the space is private to TAG members. TAG allows for up to 10 members of an Associate Organization to have access to the TAG Slack.

Vendors and partner/providers are invited into this space, as befits their membership, and are allowed to promote their products/events in the #plugs-and-promo channel ONLY. All other channels are to be solicitation-free.

If you are a vendor or partner, do not contact people on Slack publicly or privately with sales-related inquiries. If you are a foundation or public charity member and receive a solicitation from a vendor or partner, please reach out to the Director of Community Engagement.

## Requesting New Slack Components

**New Channels**

TAG takes a community-driven, organic approach to new channels.

Last Updated: June 2023
If a member desires a new channel, they must first approach the Director of Community Engagement and/or Executive Director to express interest. The requesting member is then asked to commit to 2x month posting in #tag-general on their topic of interest. If there is significant engagement on these posts, then TAG can move forward with creating a new channel.

TAG does not want to curtail knowledge sharing, but our aim is to ensure our digital community is well organized and democratic as possible. Reach out to the Director of Community Engagement to request a new channel.

**New Integrations**
Members can request that third party services (i.e., Google Calendar) be added to the space as the need arises. However, our primary concern with integrations are data privacy and members security.

All requests for integration must have substantial basis and/or high demand by majority of members. The Executive Director reserves the right to deny any requests for application integration. Reach out to the Director of Community Engagement to request an integration.

**New User Groups**
TAG members are welcome to host a self-managed private space for foundation members only to share discussion related to a specific software platform. Also known as a “User Group” (UG).

UGs in the TAG Slack are self-managed and moderated by the volunteer “Channel Manager” identified in the “Description” for each group. All UGs include the Director of Community Engagement by default.

All requests for integration must have substantial basis and/or high demand by majority of members. The Executive Director reserves the right to deny any requests for application integration. Reach out to the Director of Community Engagement to request a UG.