

LINKSFOUNDATION.COM



**Politecnico
di Torino**

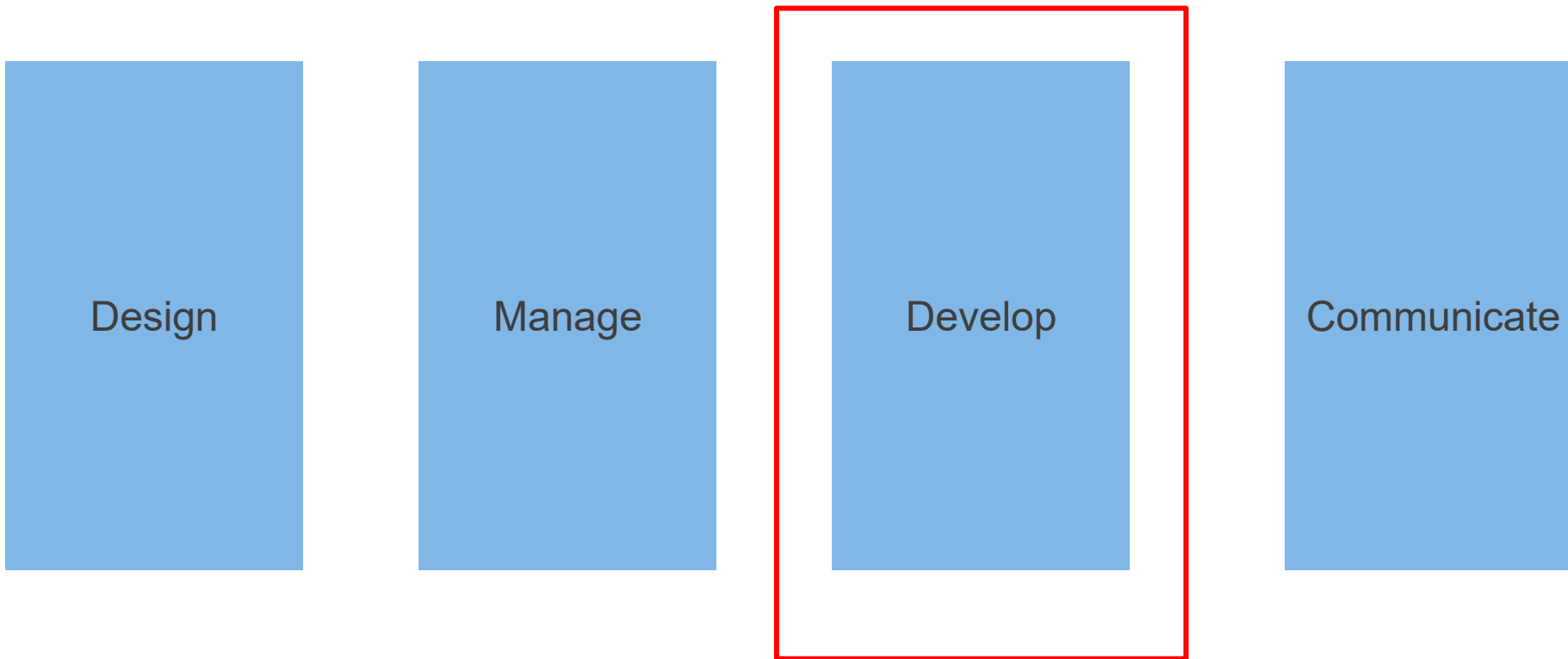


e l i i s
European Laboratory for Learning and Intelligent Systems

Applied Data Science Project

L13 – Team Communication

Pillars





Communication with project members

- Centralize communication and reduce the number of emails exchanged
- Keep all team involved in the project
- Raise awareness on the choices
- Help to develop a team vision, all members are a part of a team



Slack



<https://slack.com>

An application where to communicate in a workspace with team members. Available on different systems and offers integration with other apps (such as Google Drive, Asana)
It is accessible with a freemium license (if you need premium features, then you pay)

Workspace



ADSP

adsp-polito.slack.com

A communication workspace for the entire team involved in the project

For instance, for this training project “Applied Data Science Project”, we have the workspace adsp-polito.slack.com where teachers, teaching assistants and students communicate

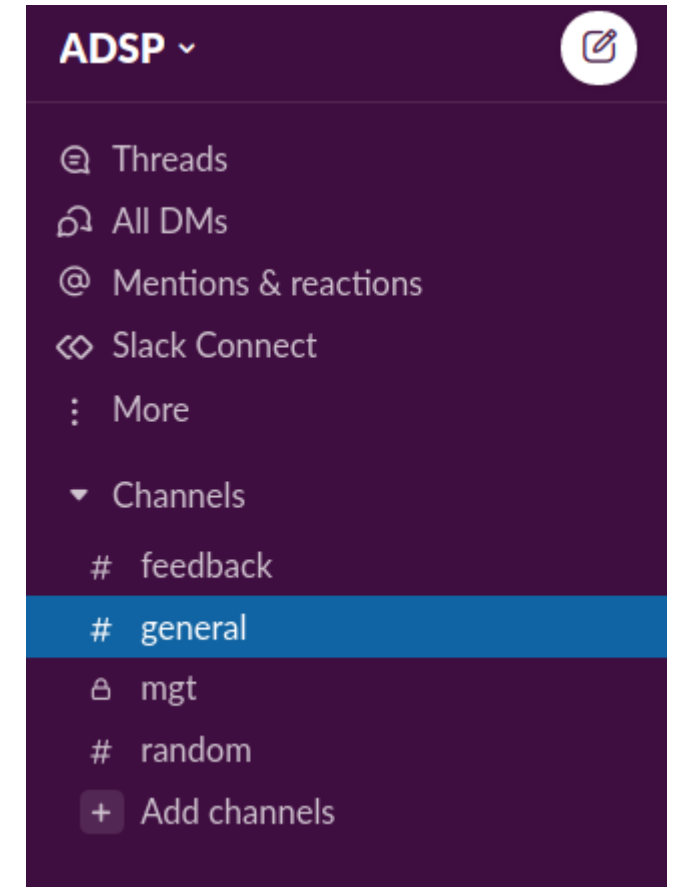
Channels

Organize your team discussions in channels

Usually, one channel per activity

Public channels (#) help to have a transparent management and project execution -> majority of the channels

Sensitive information (🔒) are shared among a selected list of team members -> a few of the channels

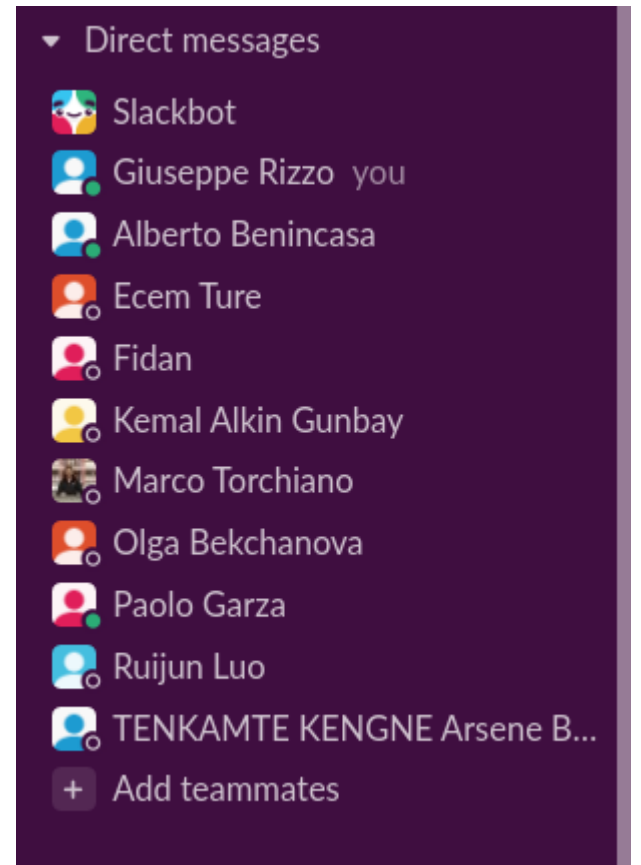


Direct messages

Instant messaging with team members

Address tasks where people involved in a conversation are involved

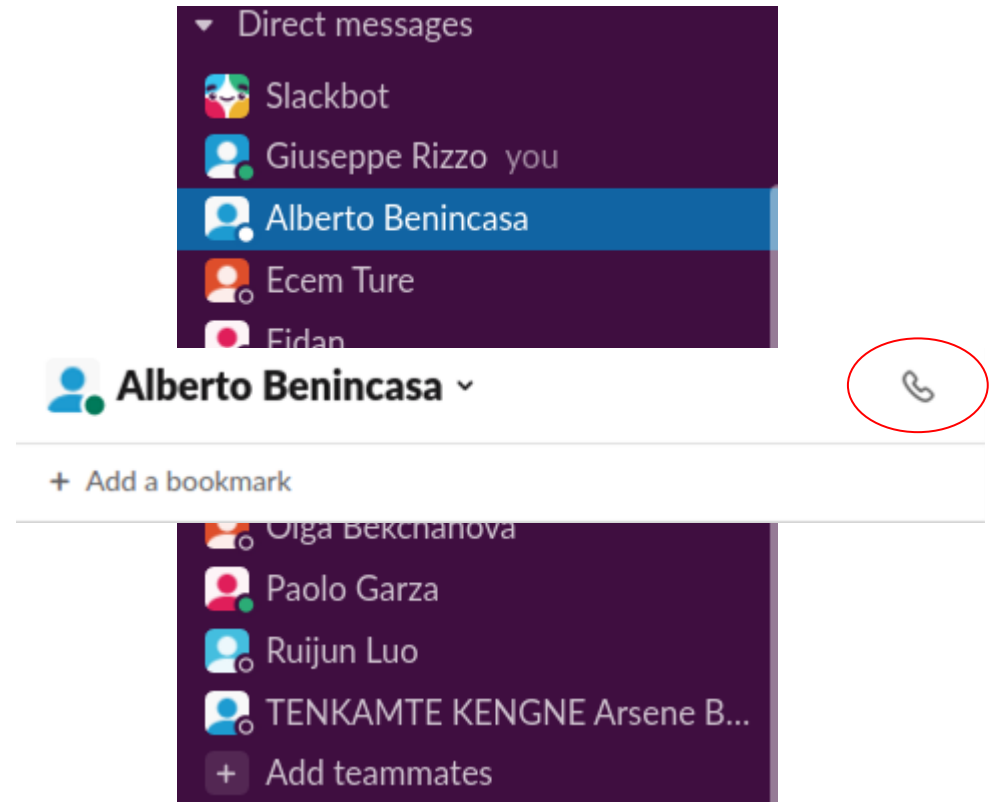
Even though they can be created direct messages with multiple people, this is discouraged in favor of private channels, if necessary, otherwise public



Direct messages or integrated calls

Click on the mate's name under direct messages

Either type a message or do a call



Search



When channels have numerous interactions and posts

Search is at the workspace level up to the access rules for channels of whom performs the search





Reaction to a message

Creation of a thread discussion

Reaction with emoticons

Pinning of a message for further indexing

Sharing of a message





Notification

Fine grained notification configuration

- device (desktop app, web app, mobile app)
- channel(s) / direct message





Drop a file

Ease file sharing by dropping a file or sharing a link to a collaborative document

Though it cannot substitute a repository, it is a quick and dirty way of sharing materials

Depending where a file is shared -- public channel, private channel, direct message -- it inherits the access list



Integration



Google Drive

Get notifications about Google Drive files within Slack

Add



Trello

Collaborate on Trello projects without leaving Slack.

Add



Zoom

Easily start a Zoom video meeting directly from Slack.

Add



Google Calendar

See your schedule, respond to invites, and get event updates.

Add



Twitter

Bring tweets into Slack.



Simple Poll

Create simple polls and surveys in



Standup.ly

Standup Bot #1: Surveys & Polls via



Jira Cloud

Official app by Atlassian.

Numerous apps can be integrated



Outlook Calendar

Sync your status, respond to invites, and see your schedule.

Add



Polly

Instant engagement through polls, surveys, standups and trivia 📊

Add



OneDrive and SharePoint

Search, share and preview your OneDrive & SharePoint Online file...

Add



Dropbox

Connect Dropbox to your Slack workspace to easily share content...

Add



Slack for Gmail

Send emails into Slack to discuss them with your teammates.

Add



Asana

Move work forward.

Add



Cisco Webex Meetings

Start, schedule or join Webex video meetings from Slack.

Add

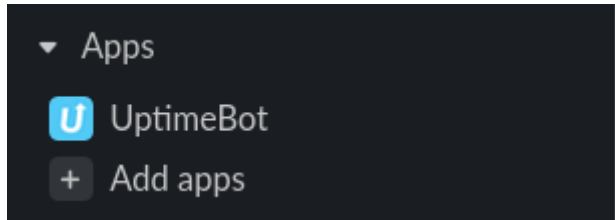


Box File Picker

Securely store, share, and manage all your files

Add

Integration example



UptimeBot APP 4:05 PM
Hey, @channel

⚠ Webpage is down. The incident has been now open for 30 minutes

Alert name	URL
PGR	http://easyrights.linksfoundation.com/alive
Error type	Details
Webpage is not available	Connection timed out

Test location: AP

@Alberto Benincasa has confirmed to be resolving this incident. (edited)

UptimeBot
Hey, @channel

⚠ Webpage is down. The incident has been now open for 30 minutes

Posted in #monitoring | Sep 7th | [View message](#)

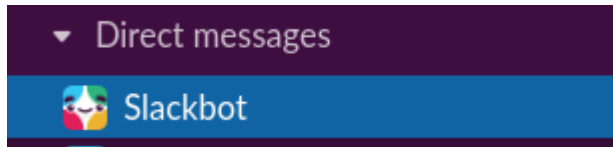
UptimeBot APP 4:31 PM
Webpage is available now! 🙌


Alert name	URL
PGR	http://easyrights.linksfoundation.com/alive

Downtime: 58 minutes


It monitors the uptime of web services or applications performing timely queries


Personal assistant



 **Hello! Slackbot here.**
I'm a simple bot, who can do one or two things (mostly nudges and reminders, really). If you're looking for help, [check out our Help Center](#).

Monday, September 13th ▾

 **Slackbot** 2:59 PM
[@Paolo Garza](#) just sent [their first message](#) to a channel you're in. 🎉 Help keep the conversation going!

 **Paolo Garza**

Domanda di servizio (non so se è veramente il posto giusto ma ci provo lo stesso).


Sep 13th


Reply in #mgt

Send a Direct Message

Don't Show Me Again

Tuesday, September 28th ▾

 **Slackbot** 11:56 AM
[@Luca Colomba](#) just sent [their first message](#) to a channel you're in. 🎉 Help keep the conversation going!

 **Luca Colomba**

Vista la forte presenza (almeno per questa prima lezione, poi bisognerà vedere come evolverà la situazione) di studenti in VC, poi per i laboratori a questo punto conviene aprire comunque la VC e cercare di monitorare sia le domande in aula che le possibili domande via chat? Chiedo perché per un altro corso, il cui lab è diviso in due squadre, abbiamo scelto di tenere la VC attiva solo per uno dei due gruppi.

Sep 28th

Reply in #mgt

Send a Direct Message

Don't Show Me Again

it reminds on actions happening in the workspace and it can be queried for questions such as “How can I add a guest account” and often it answers :)

Statistics

A ADSP
adsp-polito.slack.com

Your workspace is currently on the free version of Slack. [See plans](#)

Invite people to ADSP
Create a channel

Preferences
Settings & administration >

Tools >

Sign in on mobile

Sign out of ADSP

All-Time Usage

Messages Sent

140

out of 10,000 messages



↑ 131 messages (+1,455.6%) over the last 30 days.

File Storage Used

0 bytes

out of 5.0 GB of file storage



↓ 1 B (-100%) over the last 30 days.

Apps and Integrations Installed

0

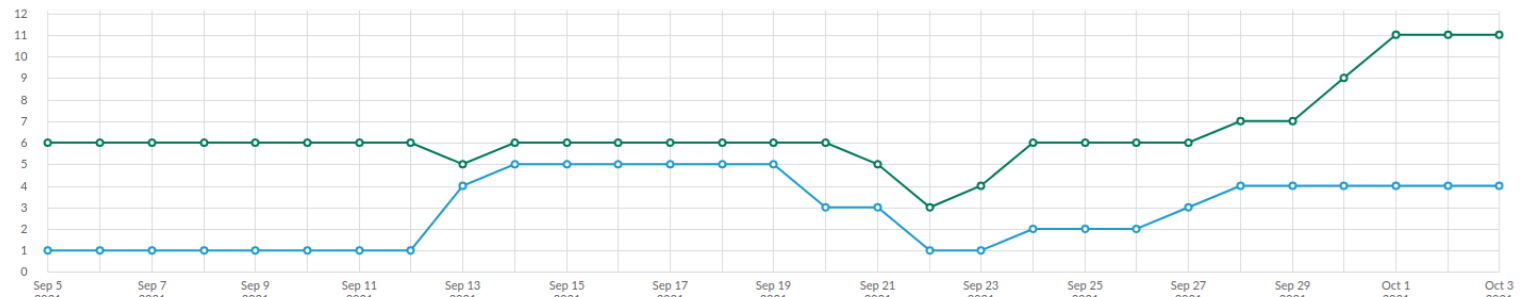
out of 10 apps and integrations



Active members

See how many people are active — meaning they posted a message or read at least one channel or direct message.

Weekly Daily



● Weekly active members ● Members who posted

Tools -> Analytics it summarizes the activity in the workspace





Thank you for your attention.

Questions?



CONTACTS

Giuseppe Rizzo

Program Manager (LINKS Foundation) and
Adjunct Professor (Politecnico di Torino)

giuseppe.rizzo@polito.it



FONDAZIONE LINKS
Via Pier Carlo Boggio 61 | 10138 Torino
P. +39 011 22 76 150
LINKSFUNDATION.COM