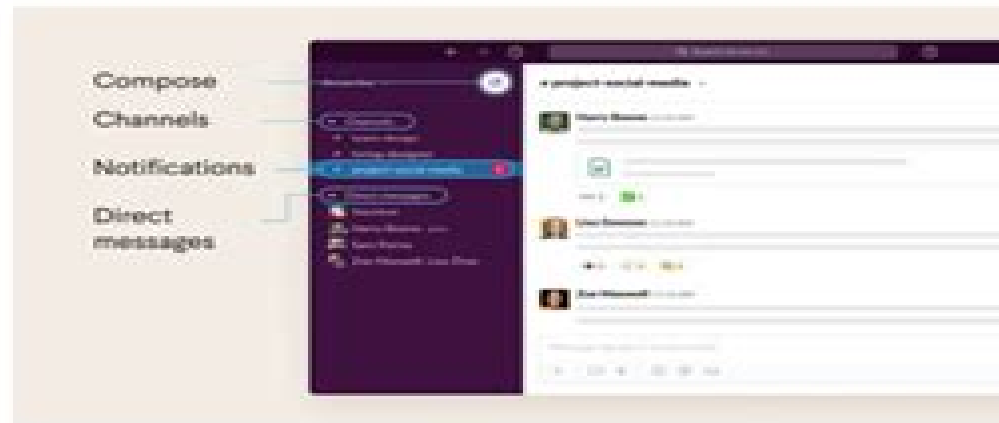


Sidebar

From the sidebar, you can access your conversations in Slack. You'll see a list of channels you've joined and your direct messages, notifications for specific conversations, and the option to compose new messages.



Compose

Channels

Notifications

Direct messages

You can use the [compose button](#) to write and send a message to any conversation. Messages automatically save as drafts in the Drafts section of your sidebar until you're ready to send them.

Channels

[Channels](#) are fundamental to working in Slack — they bring the right people and information together in one place, and make it possible to organize work around a common purpose.



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User Manual For The Skype Software

J.D. Biersdorfer, David Pogue



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