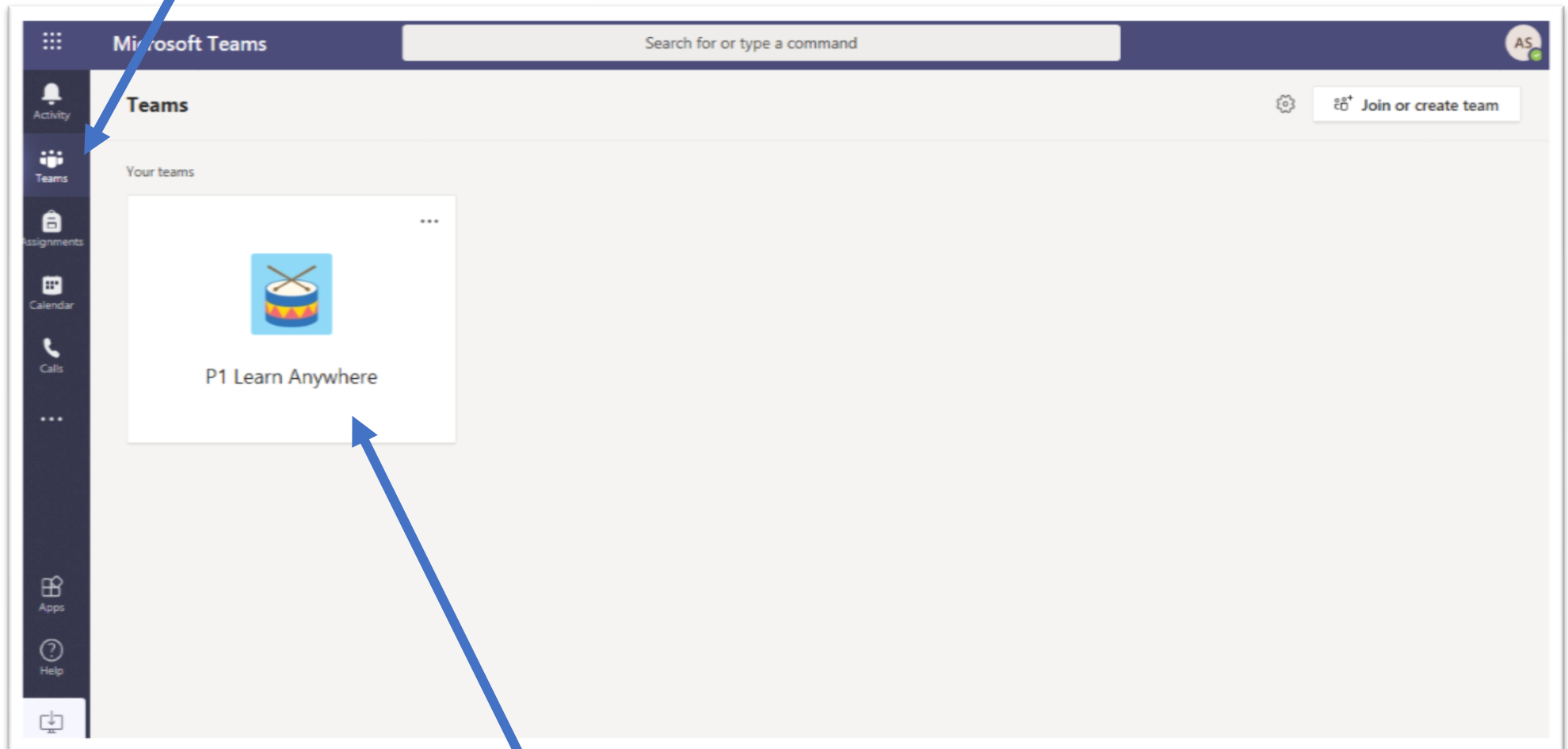


## Teams Explained Important features and information

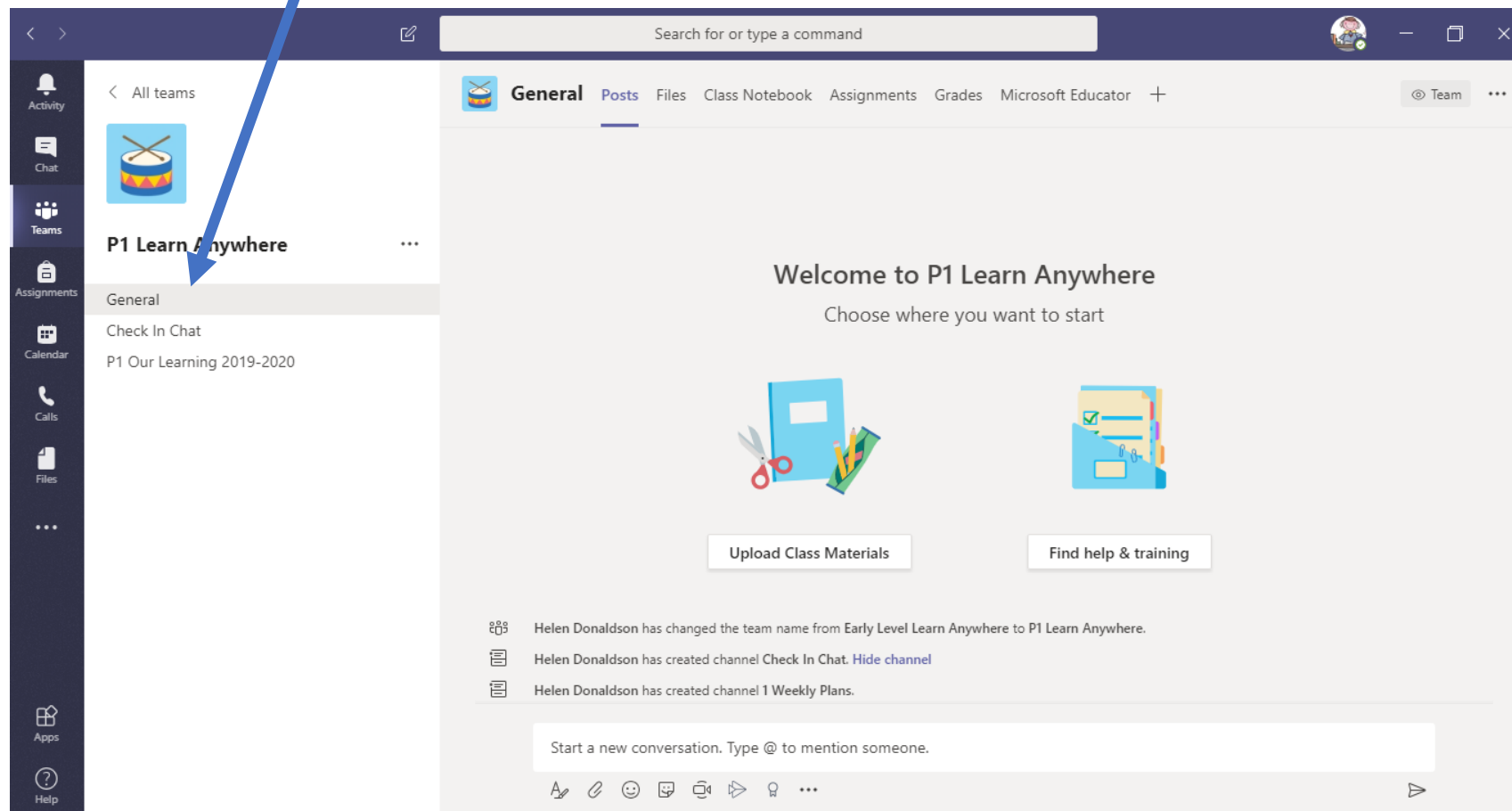


When you click on this button, it shows you what Teams you are part of.



You will be part of your stage Team

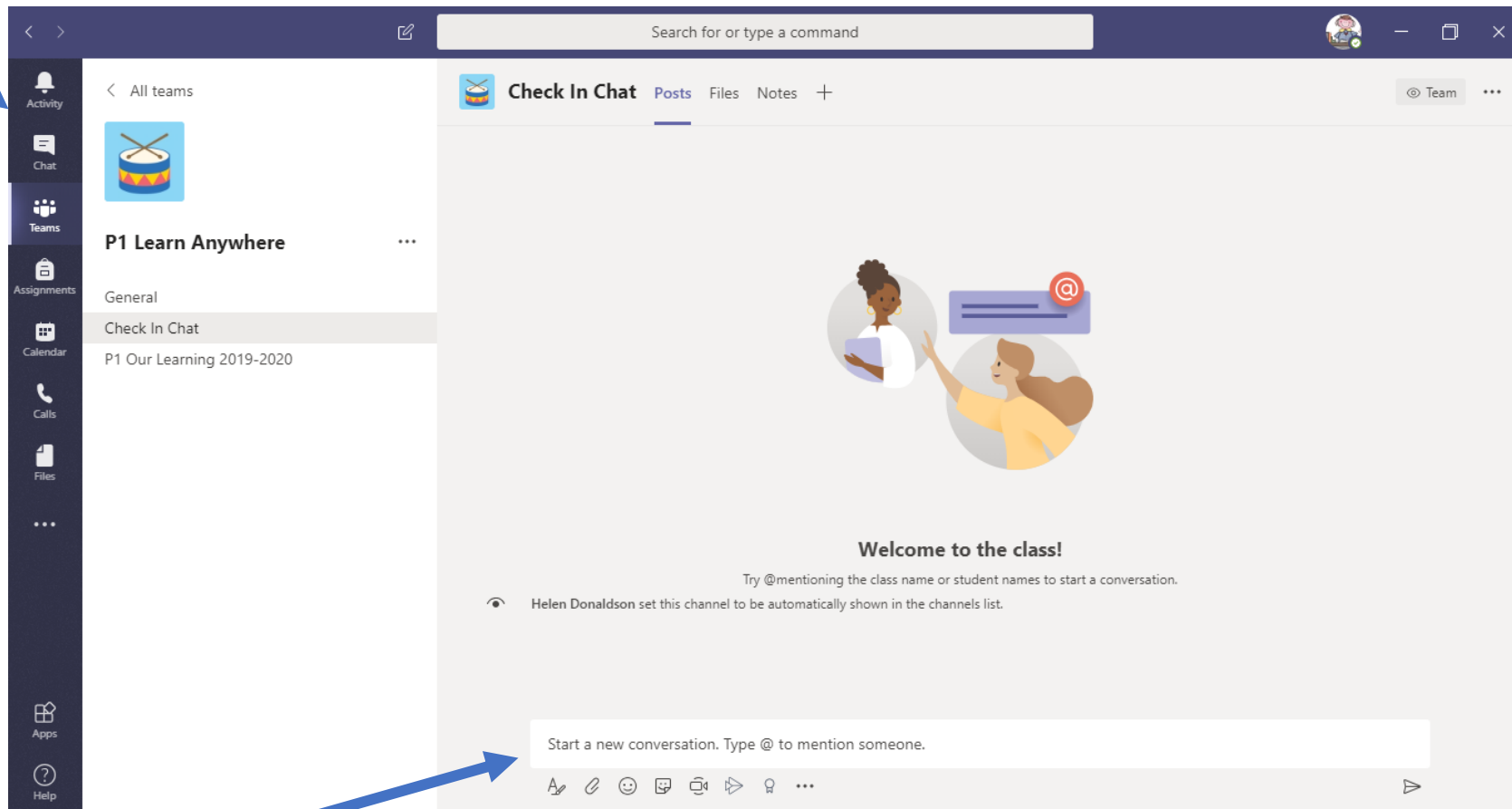
These are called **'Channels'** They are different sections within your Team.



### Channels Explained:

- Each stage will create channels to suit their own needs. These might include a playground channel, a check in channel, a general channel or an assignment channel.

## Activity section (see notes below)



## How to 'Chat'

To get someone's attention in a channel conversation or a chat, **@mention** them. Just type @ before their name and then select them from the menu that appears. They receive a notification, which they can click to go directly into the point in the conversation where they were **mentioned**.

- If someone @mentions you, you get a notification of this in the **'Activity'** section