

Message Teams

Description

- **Teams** are a collection of people, content, and tools surrounding different projects and outcomes within an organization.
 - Teams can be created to be private to only invited users.
 - Teams can also be created to be public and open and anyone within the organization can join (up to 5000 members).

A team is designed to bring together a group of people who work closely to get things done. Teams can be dynamic for project-based work (for example, launching a product, creating a digital war room), as well as ongoing, to reflect the internal structure of your organization (for example, departments and office locations). Conversations, files and notes across team channels are only visible to members of the team.

- **Channels** are dedicated sections within a team to keep conversations organized by specific topics, projects, disciplines—whatever works for your team! Files that you share in a channel (on the Files tab) are stored in SharePoint.
 - Team channels are places where everyone on the team can openly have conversations. Private chats are only visible to those people in the chat (and files that you share in a chat are stored in OneDrive for Business).
 - Channels are most valuable when extended with apps like Switch that increase their value to the members of the team.

Compatibility

Switch 13 update 1 and later
Microsoft Teams

Setup

Decide on the Teams channel you would like to post to. In the submenu of that channel select Connectors. Then select Configure under Incoming Webhook. This is where you will set up your Incoming webhook. Once you have filled out the necessary info select Create. Teams will provide you with a url to that specific channel. You will copy that url and put that in the incoming url section of the Message Teams app.

Connections

Message Teams will require at least one incoming and one outgoing connection.

Properties detailed info

In order for success please fill out all required properties.

Flow elements properties

- Incoming url
This is the custom url you received from the previous setup step.
- Summary
This is a brief description of what is being sent.

- Theme Color
This is a hex value that changes the color of the message header bar.
- Activity Image
This is where you would enter a link to your image.
- Title, Activity Title, Activity Subtitle, Fact One, Fact One Value, etc...
These are all areas you can insert information to build you message.

Outgoing connections properties

- None