
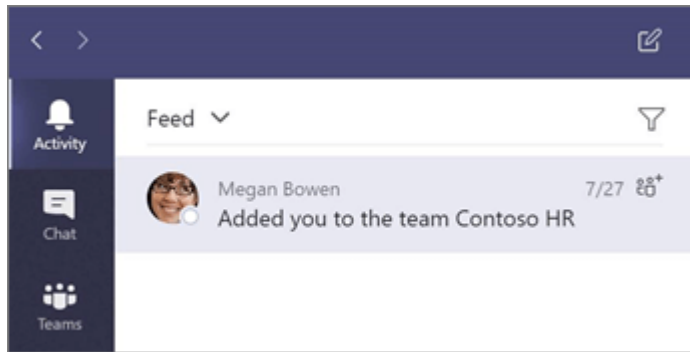


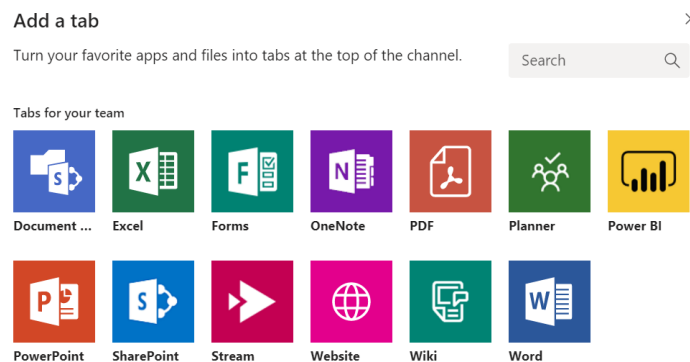
Stay On Top of Things

Click **Activity**  on the left. The **Feed** shows you all your notifications and everything that's happened lately in the channels you follow.




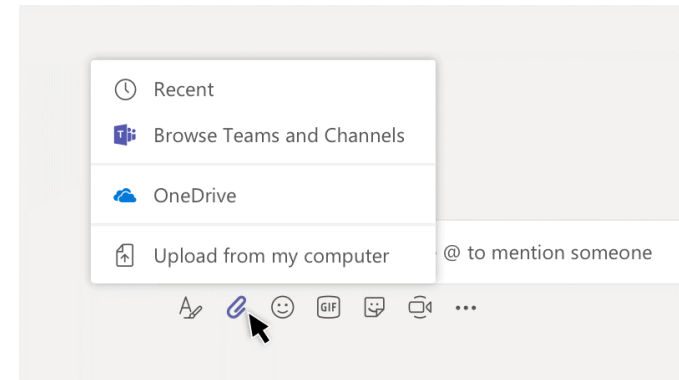
Add a Tab in a Channel

Click **+** by the tabs at the top of the channel, click the app you want, and then follow the prompts. Use **Search** if you don't see the app you want.




Share a File

Click **Attach**  under the box where you type messages, select the file location and then the file you want. Depending on the location of the file, you'll get options for uploading a copy, sharing a link, or other ways to share.



Work with Files

Click **Files**  on the left to see all files shared across all of your *teams*. Click **Files** at the top of a channel to see all files shared in that *channel*. Click **More options ...** next to a file to see what you can do with it. In a channel, you can instantly turn a file into a tab at the top!

