

Getting started with AGORA

Powering teams & communities to turn their best ideas into action 🚀🚀

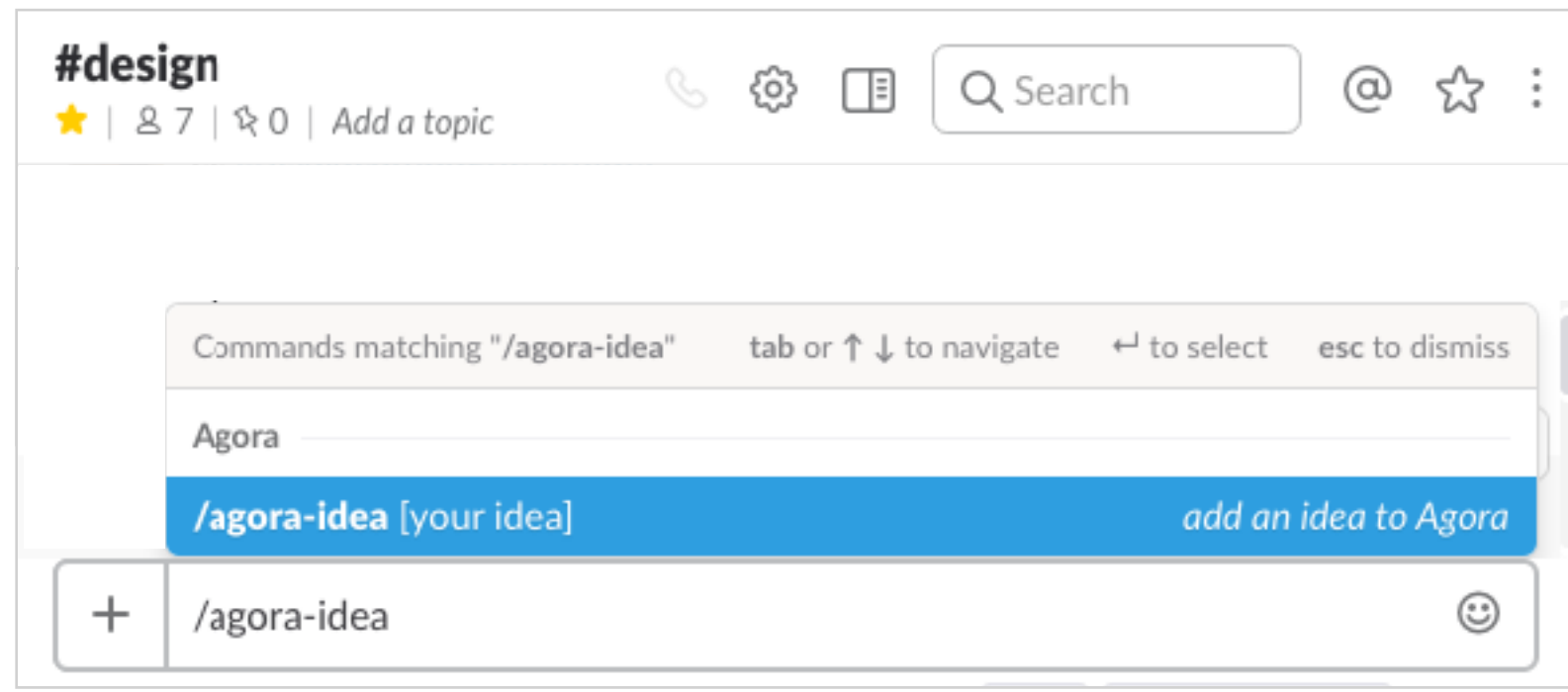
Available:  Web app  Slack app

Share Ideas • Get the TL;DR • Save + Export to Workflow • Create a Community • Customize Questions • Invite Your Team

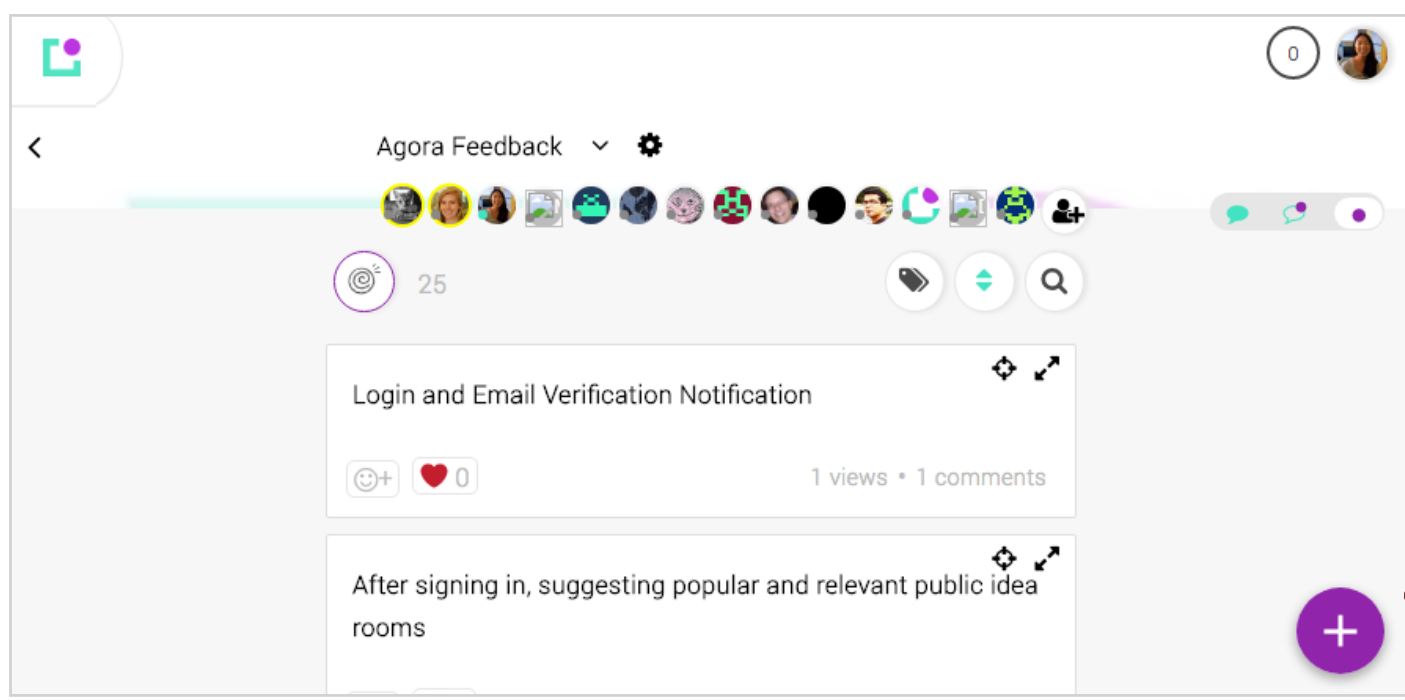
Share ideas

Inspiration strikes and you've got an idea to share? Agora lets you easily share and track ideas created by you and your team, so these gems won't get lost in the noise.

 Use slash command **/agora-idea** to add an idea



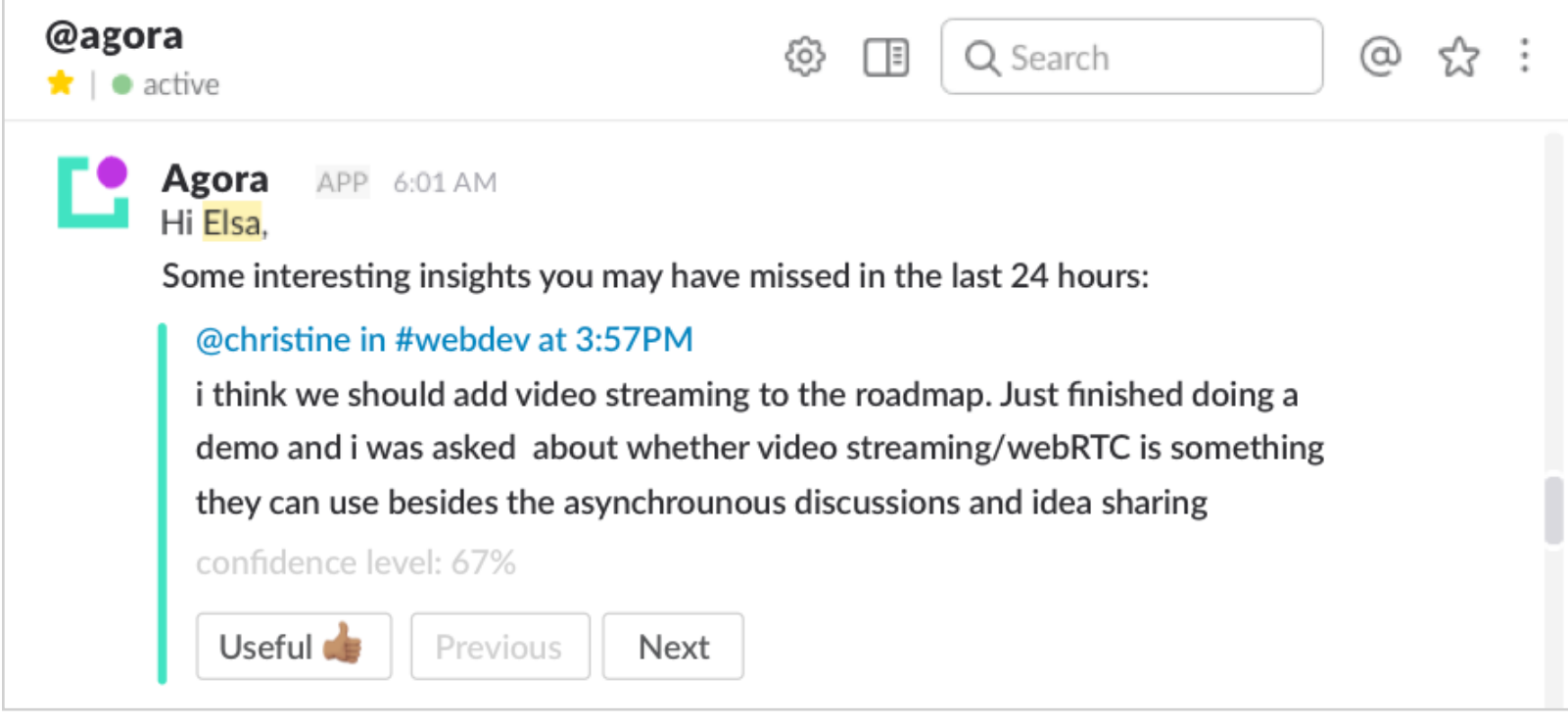
 Create an idea by clicking the purple button 




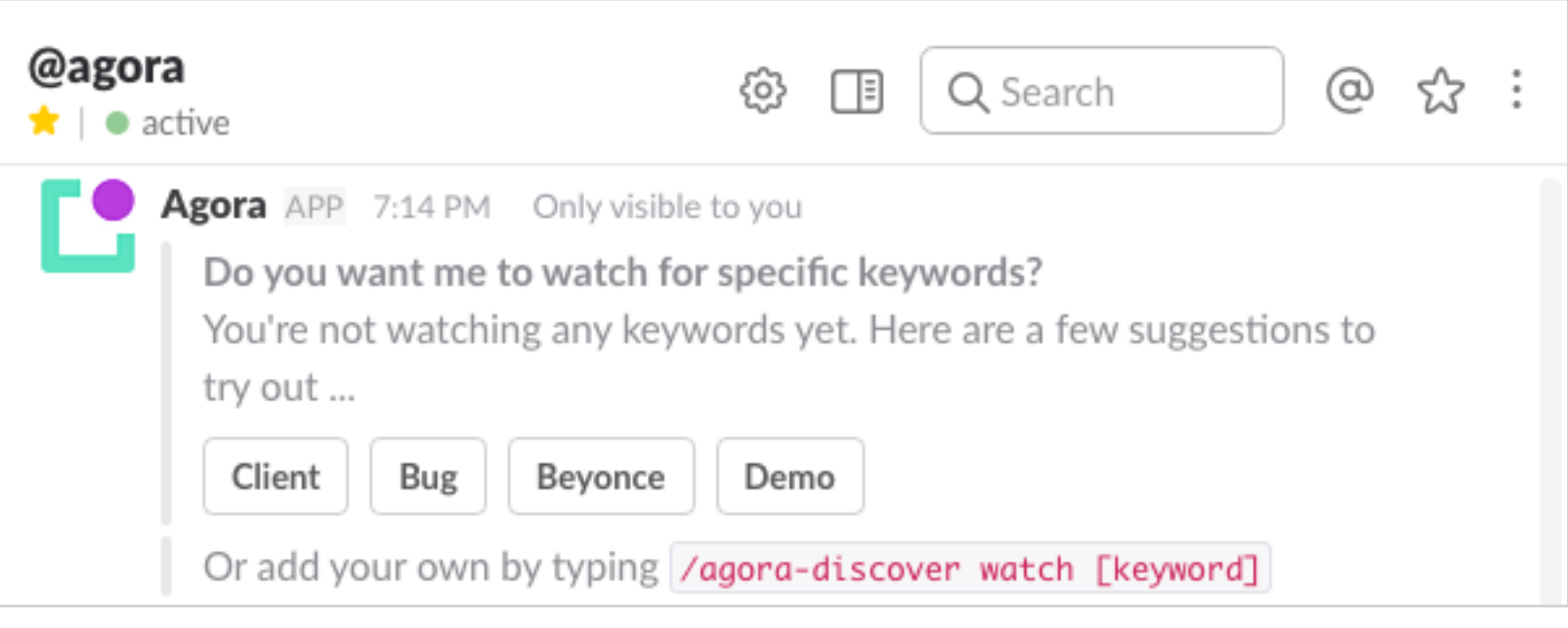
Get the TL;DR

Too much noise from conversations? Discover the most relevant ideas and issues in a daily digest that learns from you. Powered by proprietary natural language processing algorithms. (Beta feature available on Slack only)

 Use slash command **/agora-discover** for your daily digest



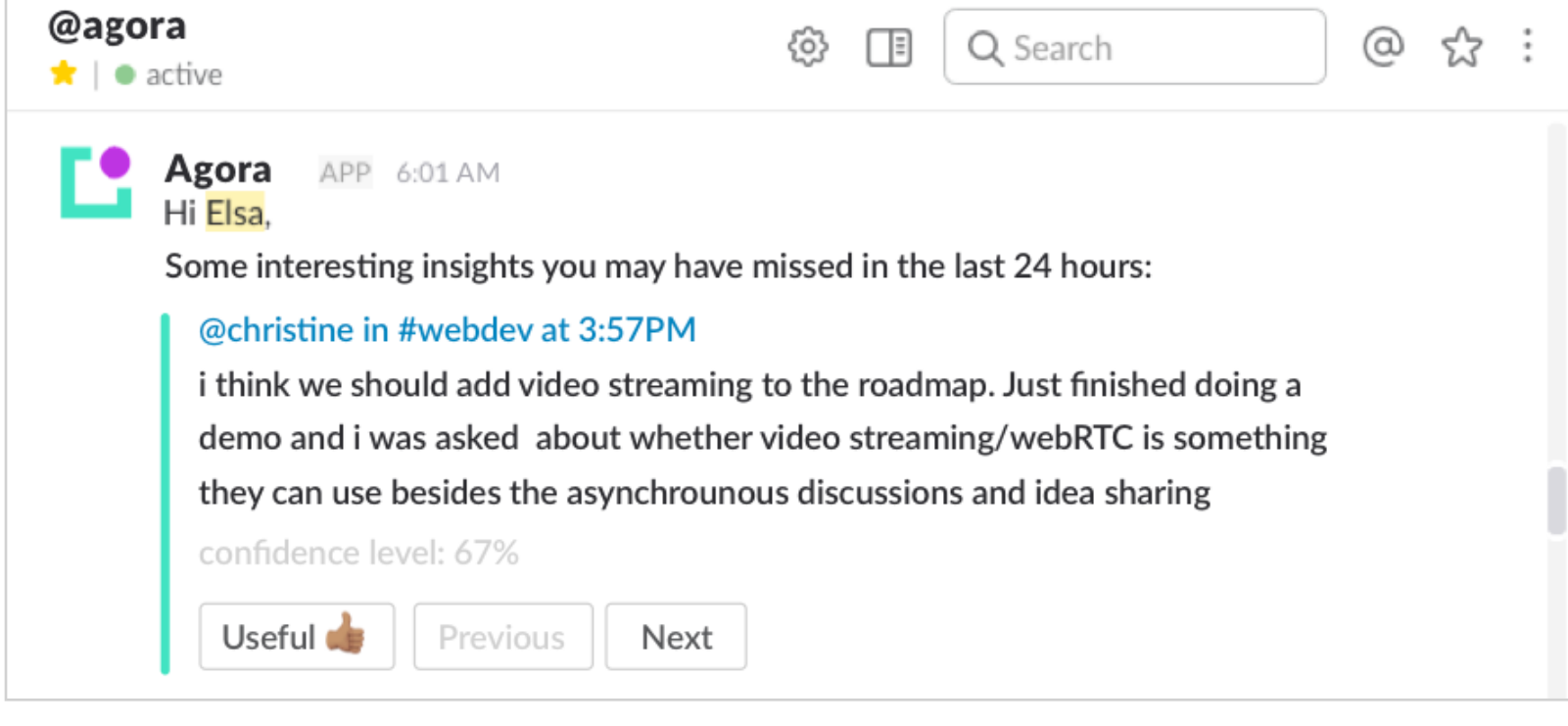
 Tell Agora to watch for custom keywords using slash command **/agora-discover watch [keyword]**



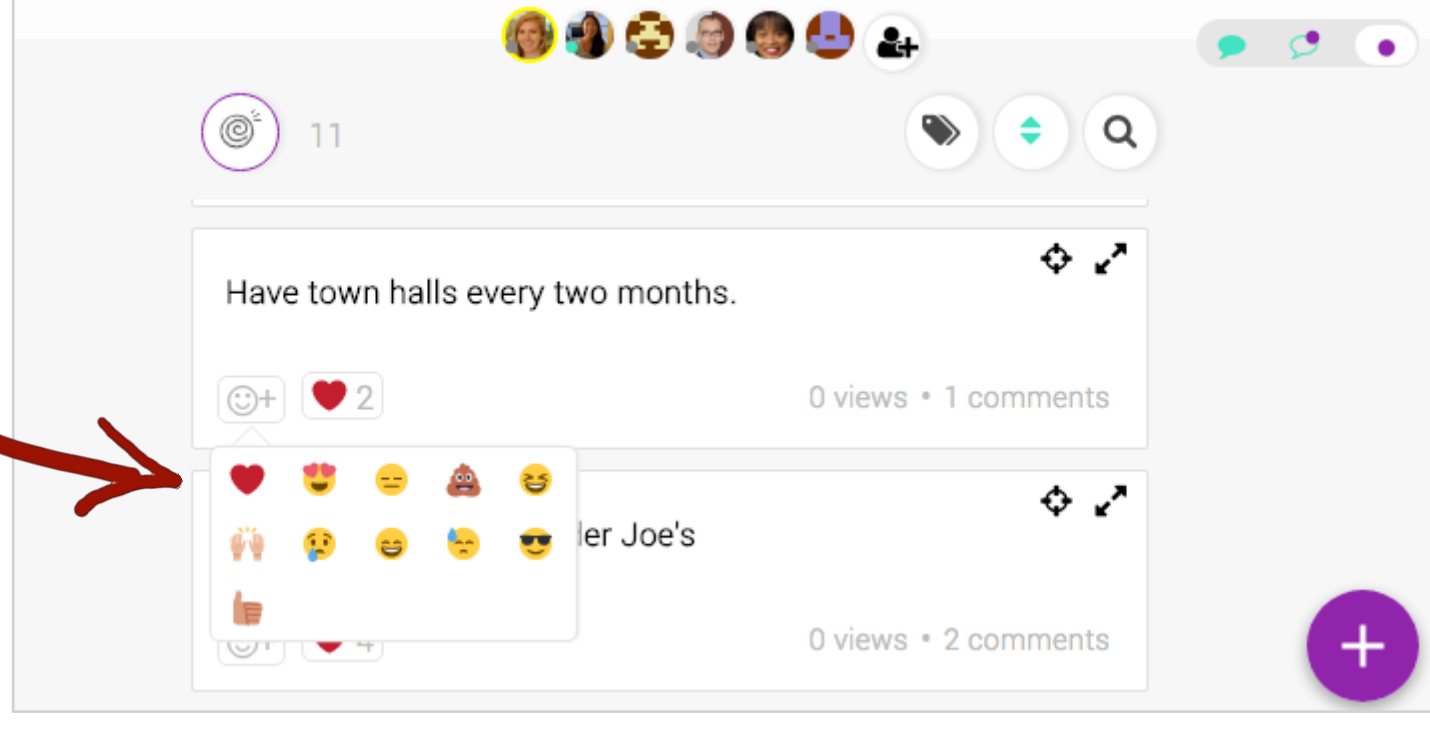
Save + Export to Workflow

Stumble upon a useful insight you'd like to revisit later? Or a cool idea you'd like to turn into action? Save it on Agora and export it to your favorite project management app:     

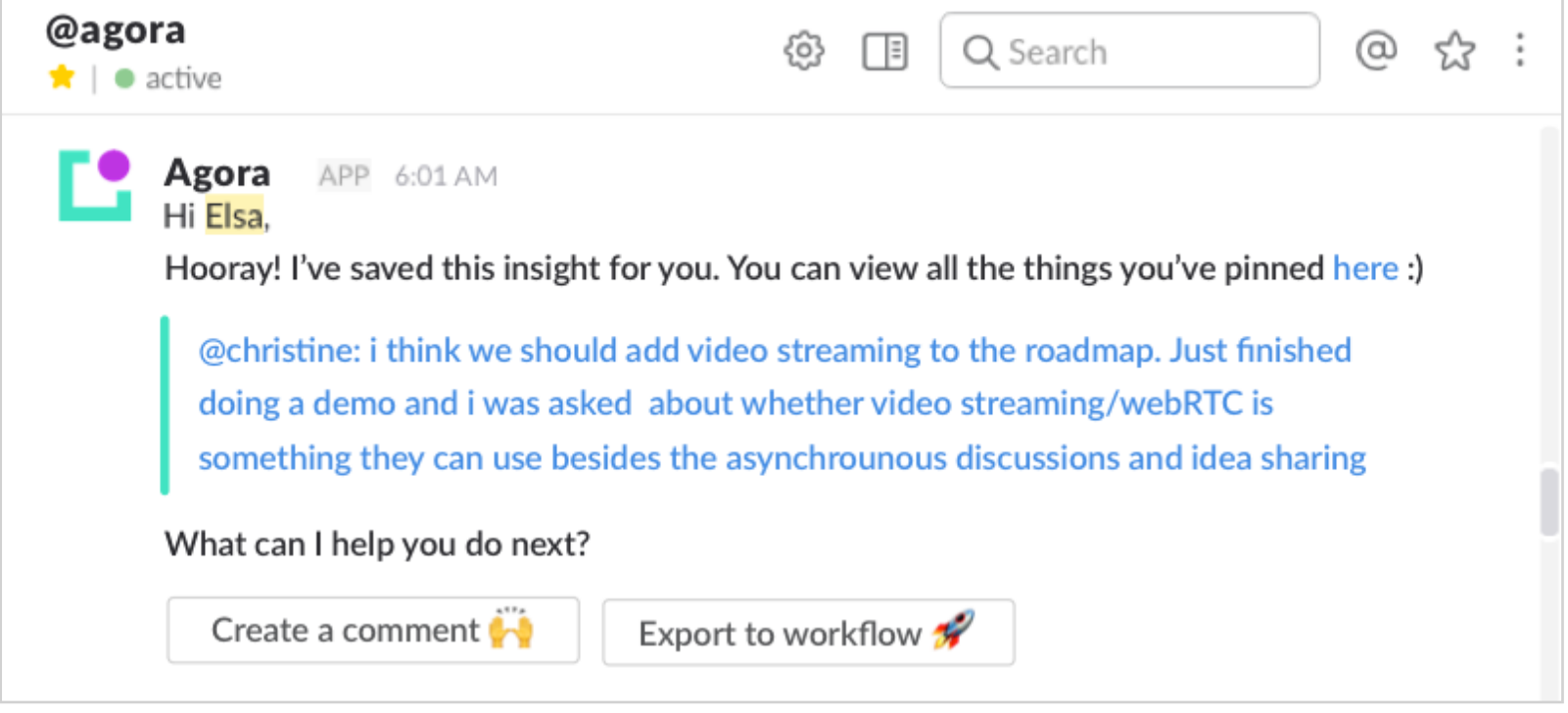
 Pin an insight as “Useful  ” to save it on Agora



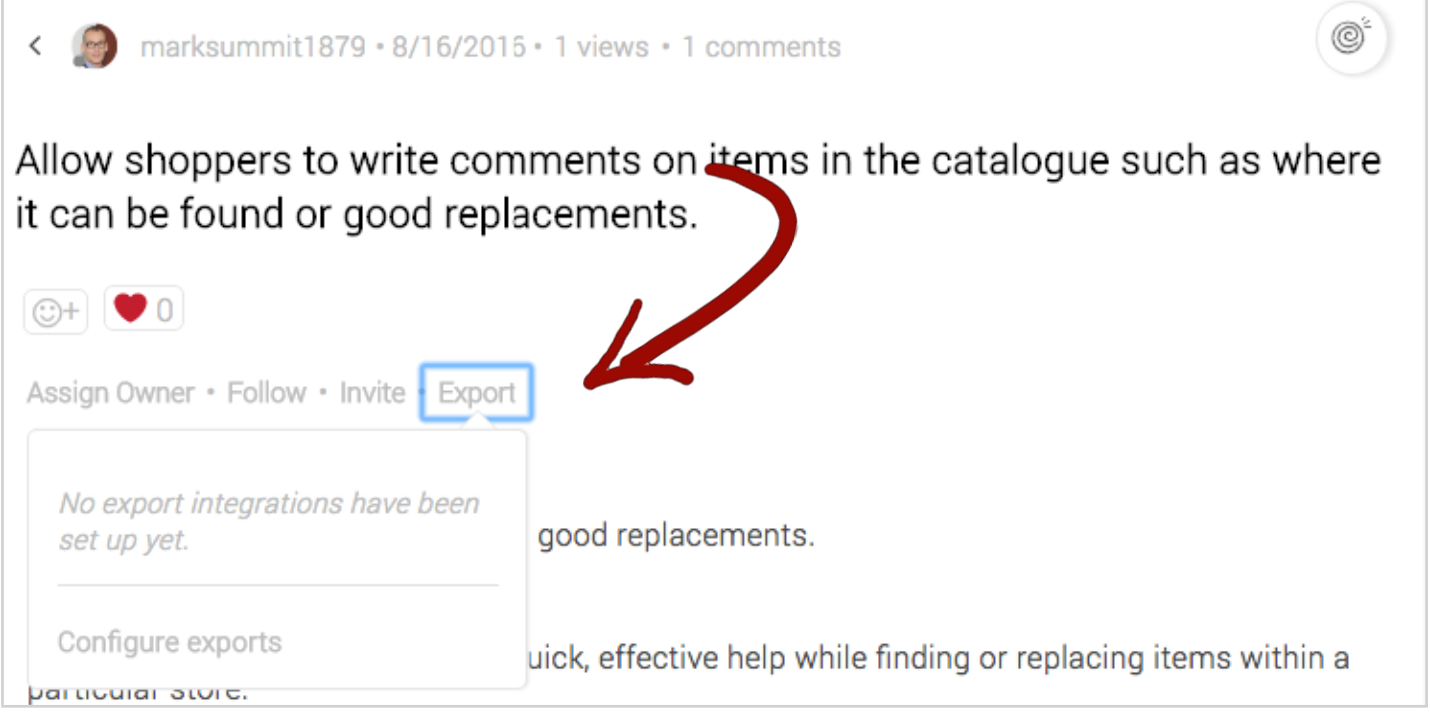
 Agora keeps track of ideas you created or reacted to



 Click “Export to workflow” after you pin it as useful




 Hit “Export” and “Configure” to set up export destination



Create a Community

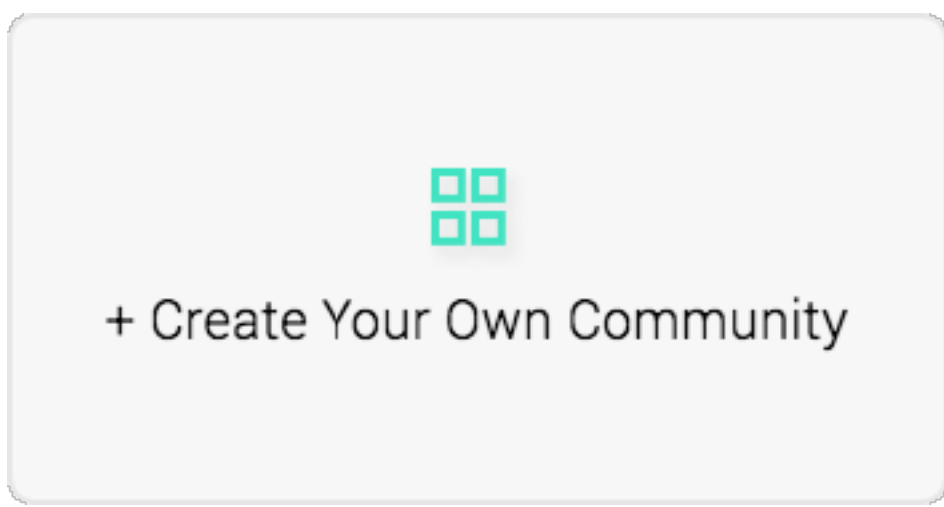
Communities are where it all starts. Communities can be your team or department at work, or even your whole company. Once you've set up your community, you can create rooms to segment discussions based on topics.


 When you add Agora to your Slack team, a new community with the same name is automatically created on the Agora web app.



Daily digests and saved insights from all Slack channels will appear in the same room named “Slack Team” on the Agora web app.


 Create a new community in the Home screen

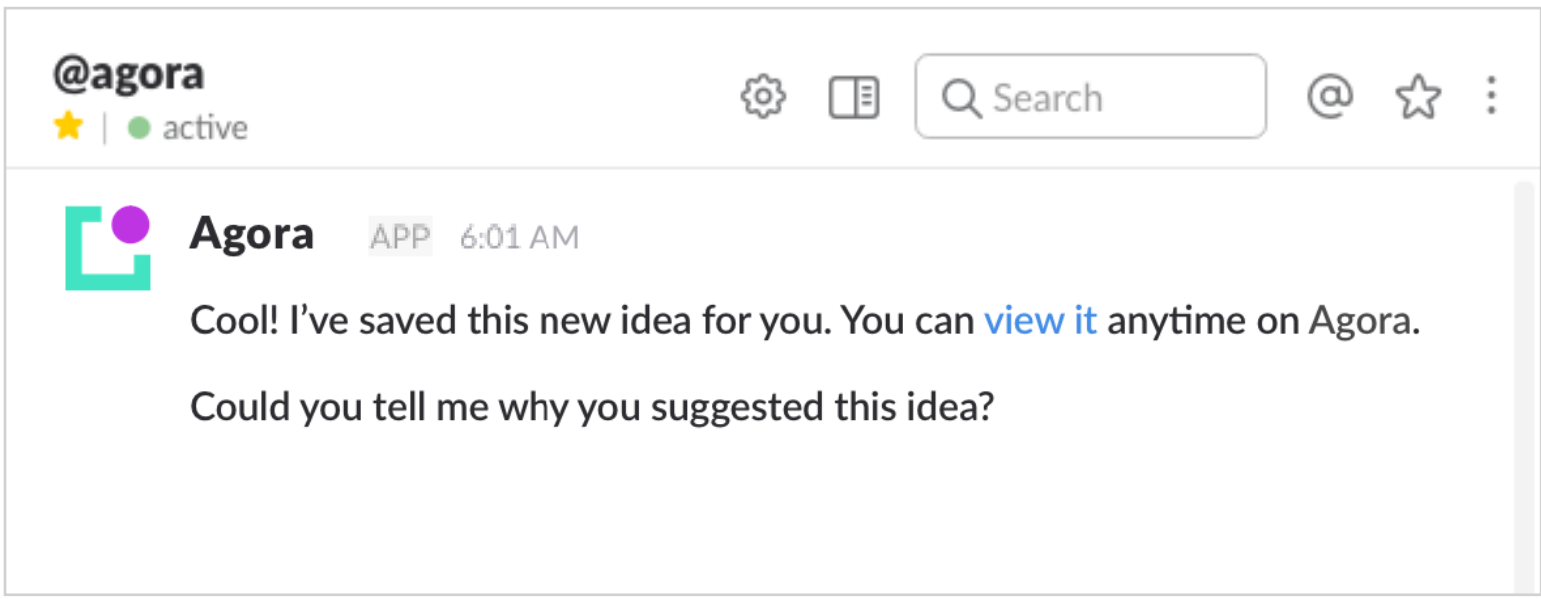



Create a new room within a community by clicking  in the lower right corner of a community page

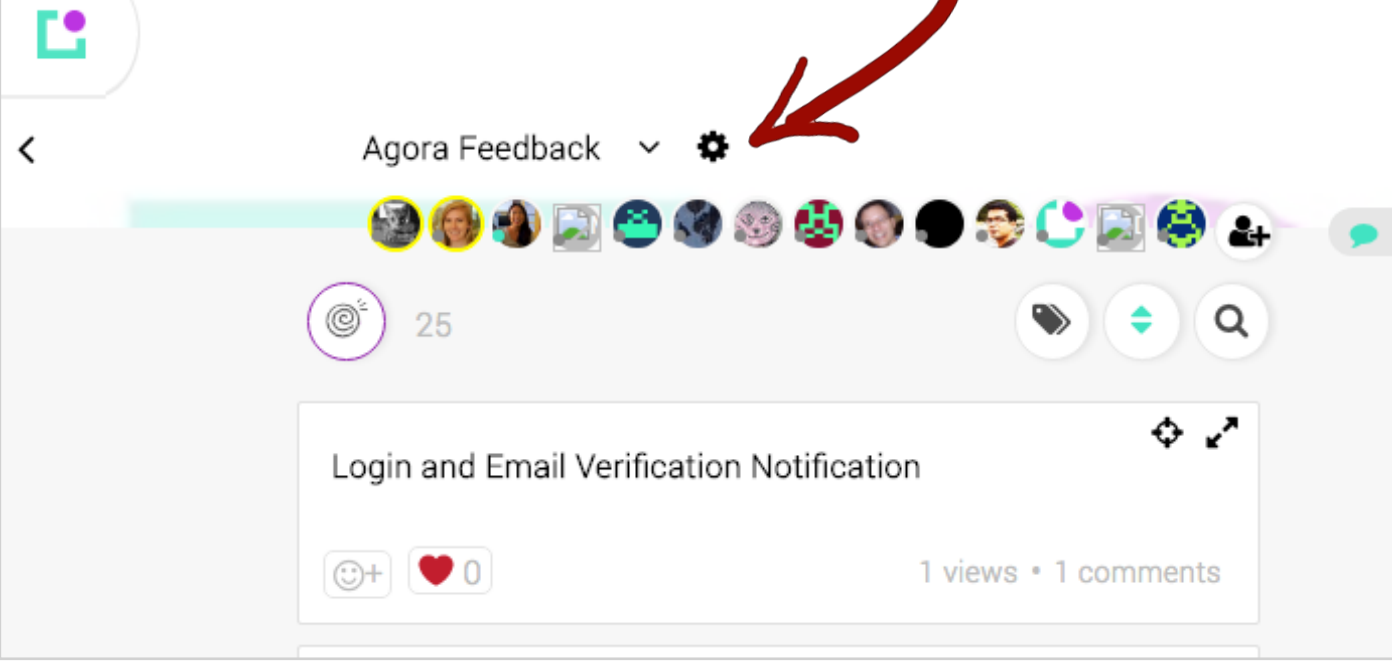
Customize Questions

Jazz up the ideas you create with custom follow-up questions. On Slack, the Agora bot will prompt these follow-up questions after anyone has created a new idea or saved an insight

 After you set up custom questions on the Agora web app, the Agora bot will always ask these questions when an idea or insight is saved




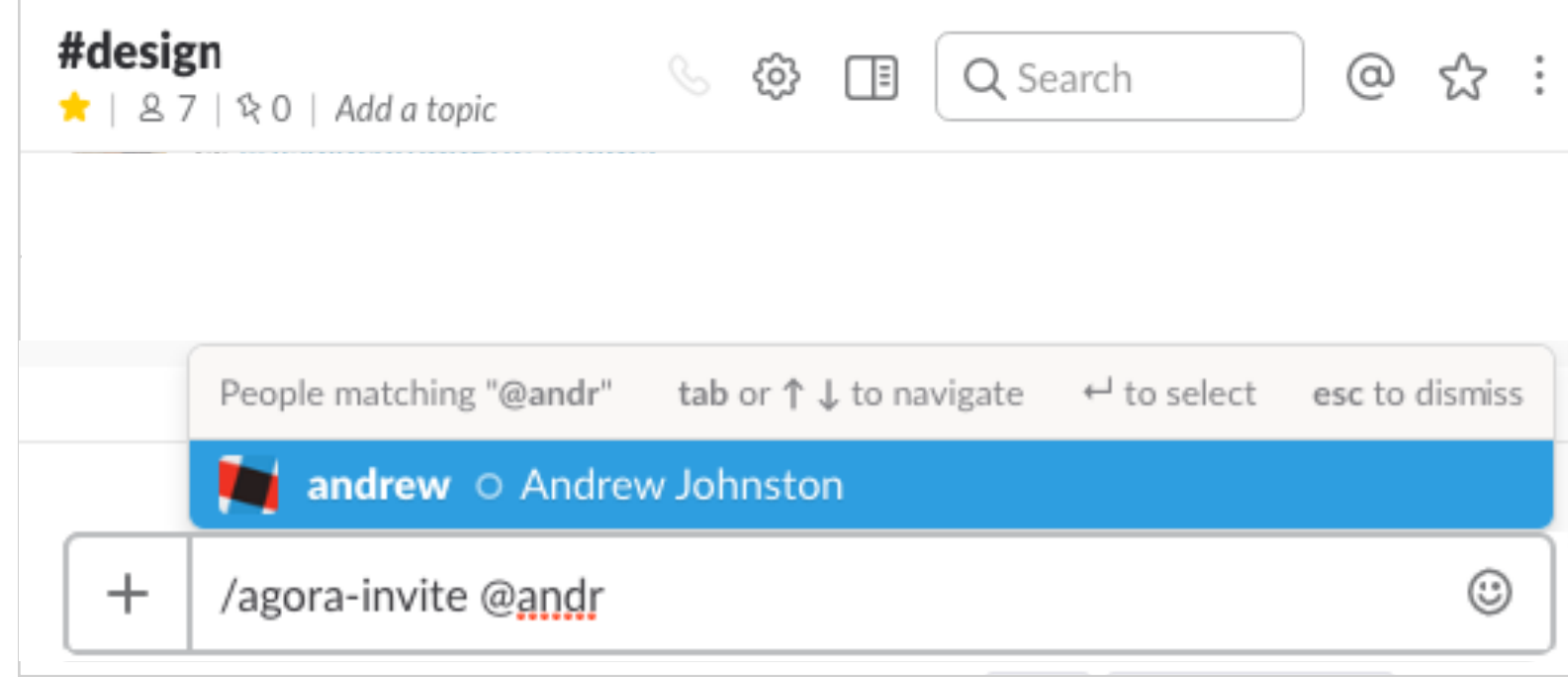
 Set your custom questions in “Idea Settings” under Settings (gear icon)




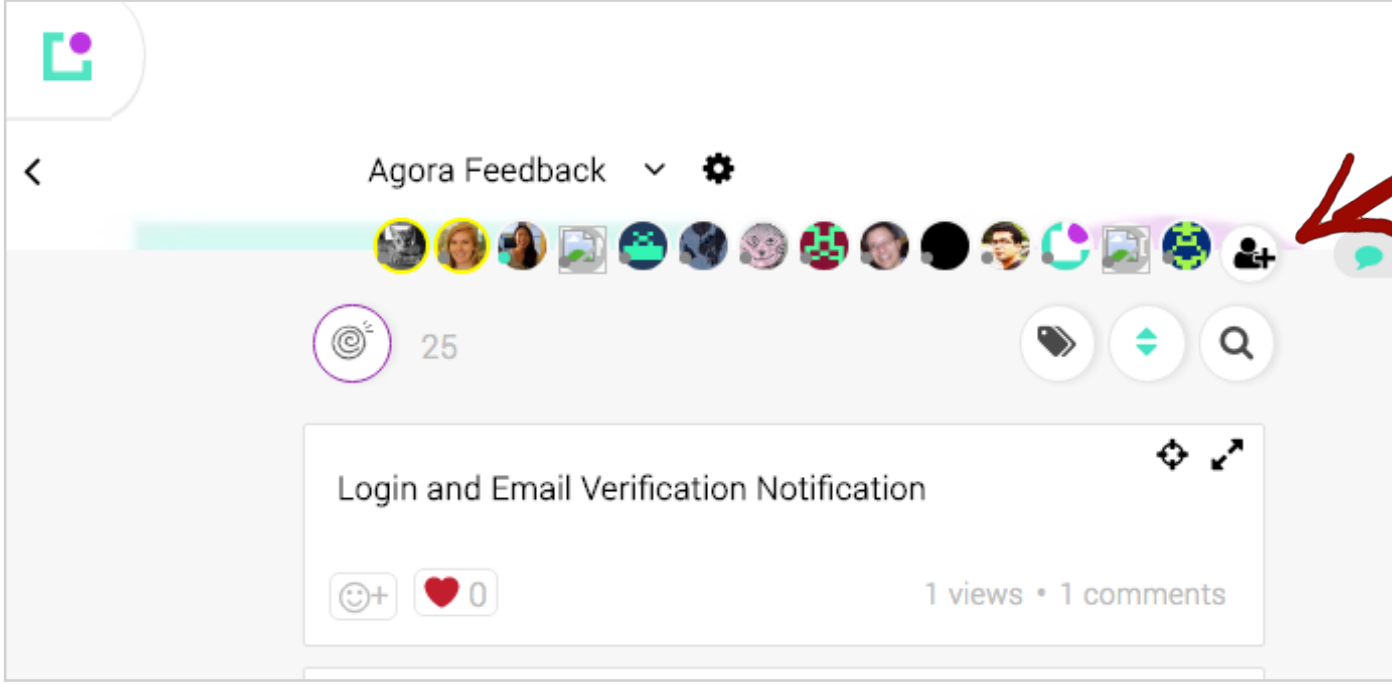
Invite Your Team

The whole point of Agora is to share ideas, so you need people to share them with!

 Use slash command **/agora-invite** to invite @user @channel or @everyone




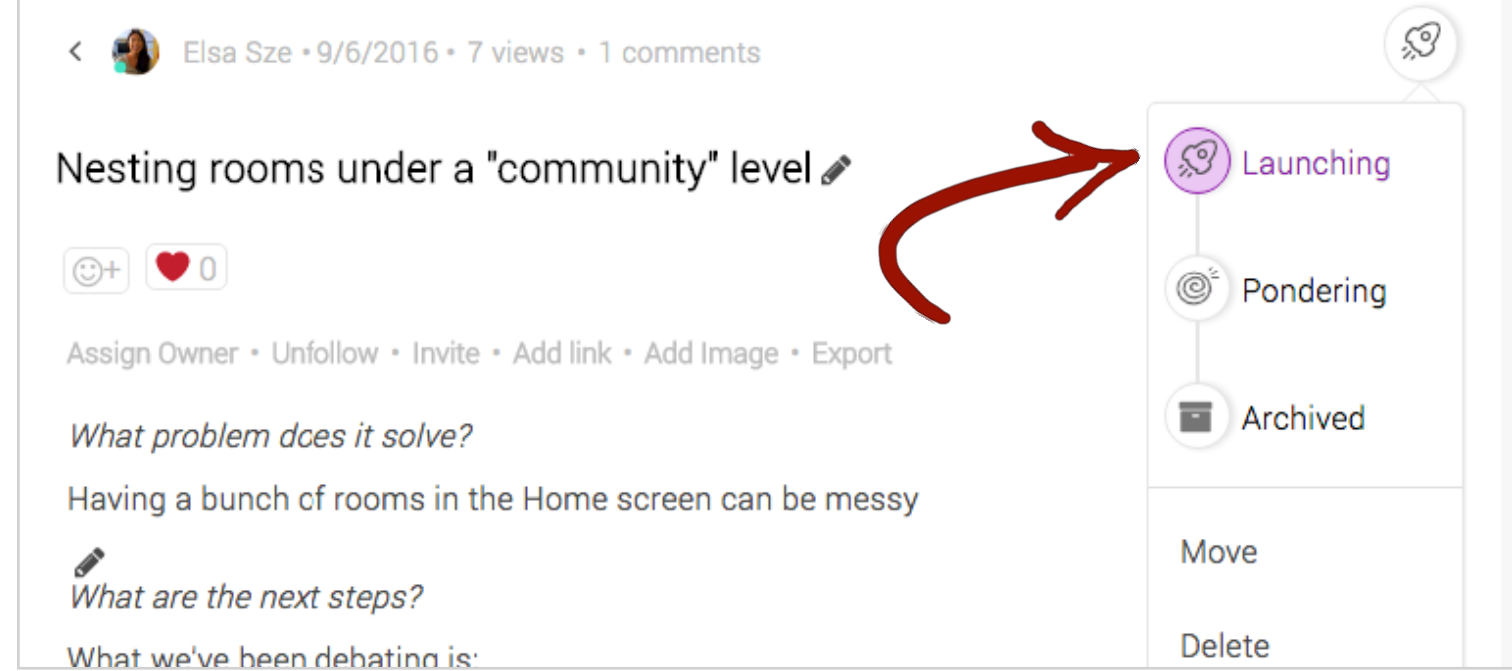
 Add users by email (or name if they already have an Agora account) by clicking the Add Members (with a plus sign)




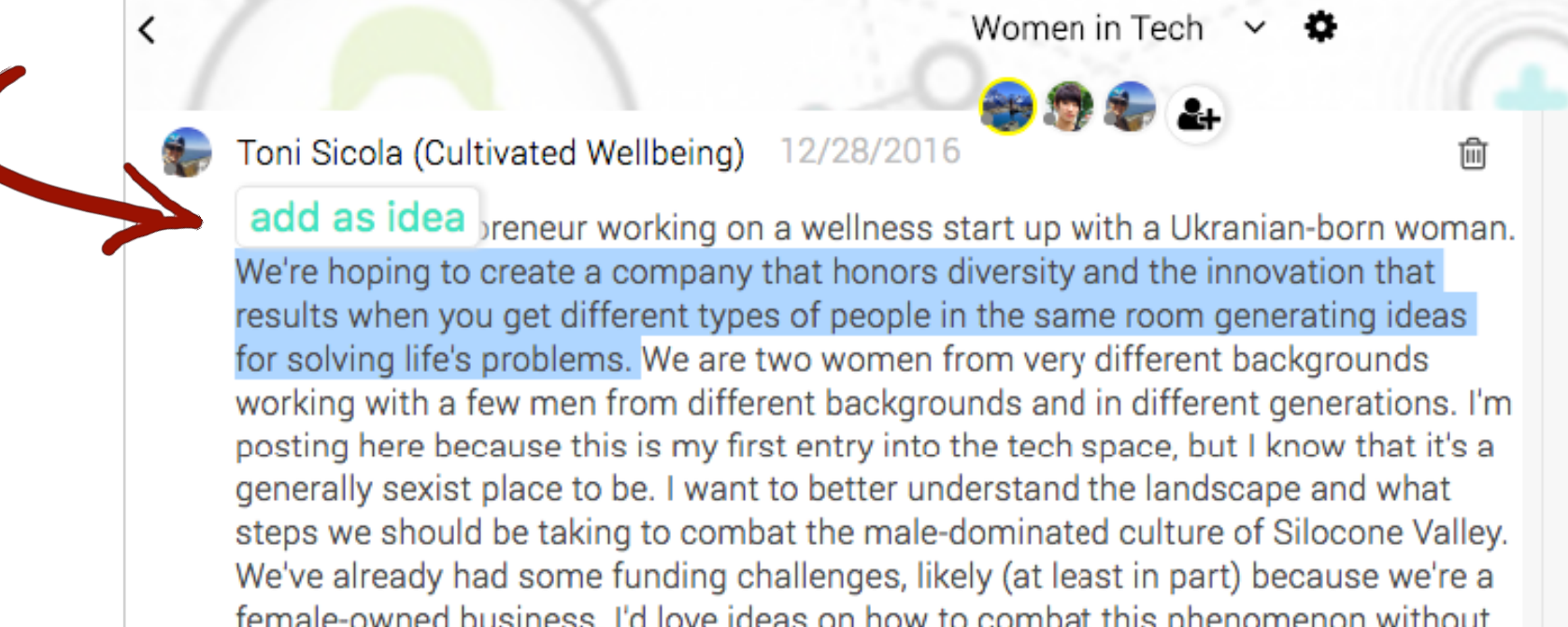
And More...

 Use slash command **/agora-help** to find out everything the Agora bot can do for your Slack team

 Launch an idea on Agora. Ready to launch a cool idea? Move the idea from “Pondering” to “Launching” in the dropdown



 Group chat. Mention another user using “@”. You can add an idea by highlighting a text in chat, then click “Add as idea”



 Do more with your ideas. When you click into an idea card, you can add other collaborators and touch up your idea:

- Assign the idea to an owner by clicking “Assign Owner”
- Loop someone into an idea by clicking “Invite”
- Get notifications about a specific idea by clicking “Follow”
- Add a link or image by clicking “Add Link” or “Add Image”