Discord
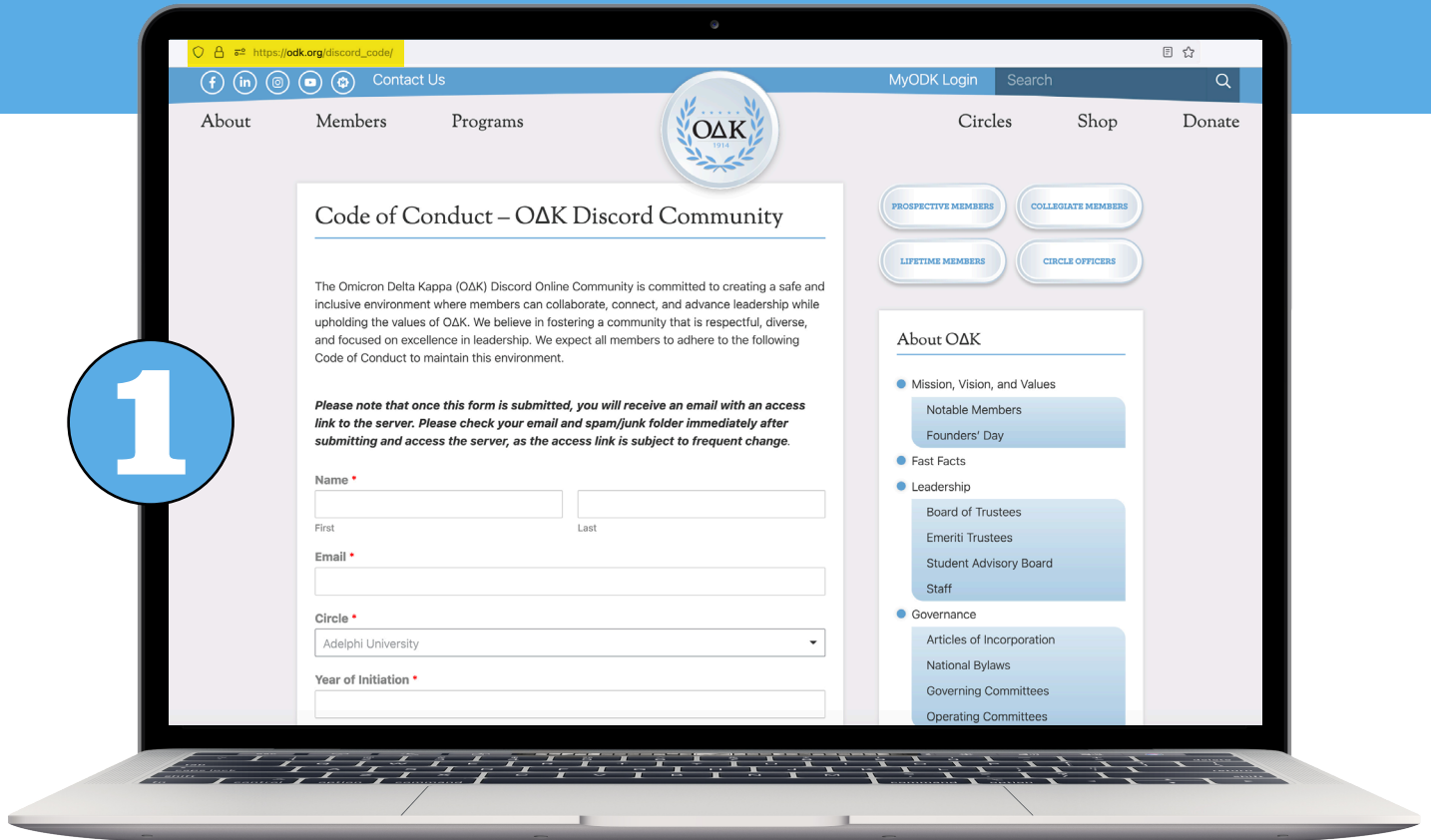
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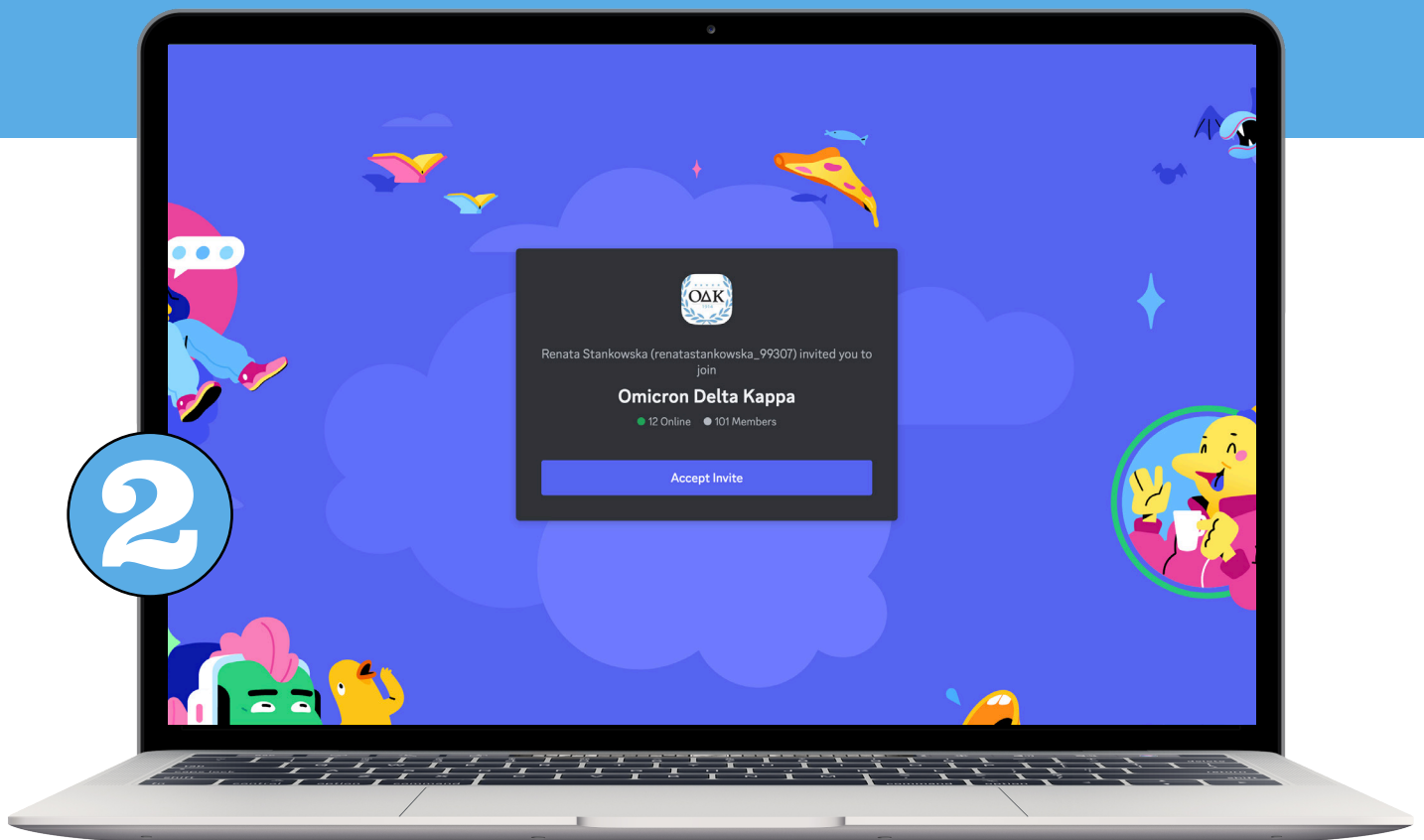The National Leadership Honor Society

Discord Access Guide

Step 1: How to Access Discord

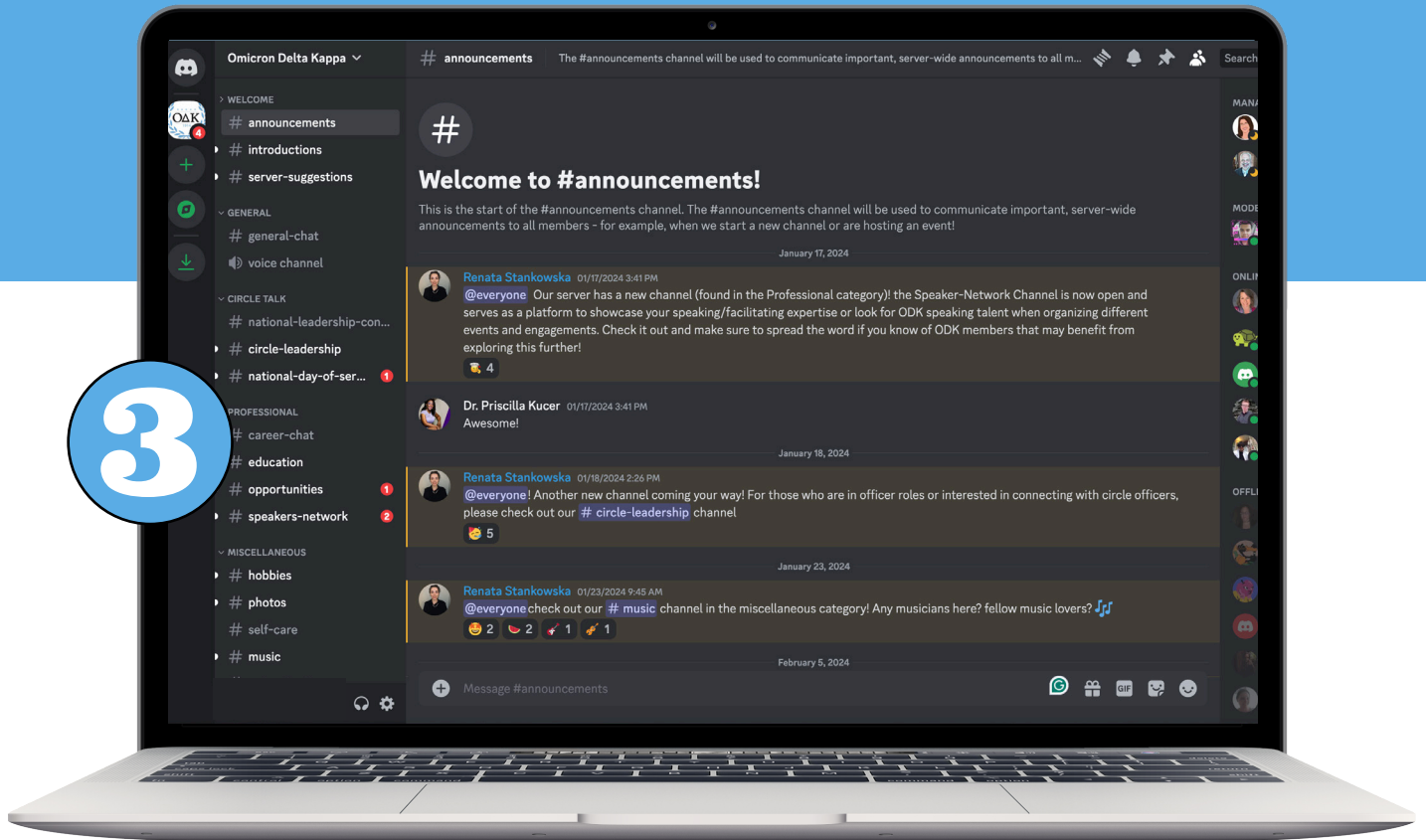➤ Fill out the **Code of Conduct**.

➤ Once you complete the Code of Conduct you will receive an email to the address you provided in the Code of Conduct (*be sure to check your spam and junk folder!*).

➤ In the email you will receive an access link to the Discord server.

- Press the link provided (*please note this link is subject to change due to security reasons so be sure to look for the email shortly after filling out the code of conduct*).

Step 2: Once in Discord

➤ If you are new to Discord you will be prompted to make a username and set up your profile.

➤ One of the first things you should do upon entering the server is locate the rules and roles channel (*#rule-and-roles, first option on the left-hand side under "Welcome" Category*) and familiarize yourself with the rules of the server as well as choose any roles that apply to you.

- To do this press on the emoji of the role that you identify with. For example, if you are a lifetime member and want to select that role just press on the pine tree. This role will now show up in your profile so other members can know something about you.

➤ Once you read over the rules and roles please locate the introductions channel (*#introductions channel, third channel located under the "Welcome" category*). In here we ask that you introduce yourself. Feel free to take example from past introductions completed but otherwise share whatever you'd like the rest of OΔK members to know about you!

Step 3: All things Discord

➤ All "#" options on the left-hand side are called channels; this is where you can carry out different conversations based on the channel you select. For example, in the # **career-advice** channel you can pose questions about career paths you're interested in or offer your own expertise. When there are new messages in a channel, the channel title will be slightly illuminated so you can be prompted to check it out.

- Within channels feel free to reply to specific messages, react (*using emojis*), and make threads for any conversations.

➤ If you ever want to message someone privately, click on their profile followed by the "send message" button.

- All your private messages will be found in the upper left corner pictured with the Discord logo labeled "Direct Messages".

➤ The # **voice channel** is a channel where all members can gather to hold conversations over video, audio chat, and/or play games or watch videos as a group.

➤ The moderators or "mods" are in the server to help you. If you have any questions feel free to write **@moderator** followed by your question in any channel and they will be able to answer your question. You can also see who's a moderator as they will have "moderator" displayed in their profile and message them privately if you need to.

➤ To get everyone's attention type **@everyone** and all members in the server will be notified of your message. Type **@discussion** and members who have selected getting notifications in the specific channel you are in will be notified of your message.

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