

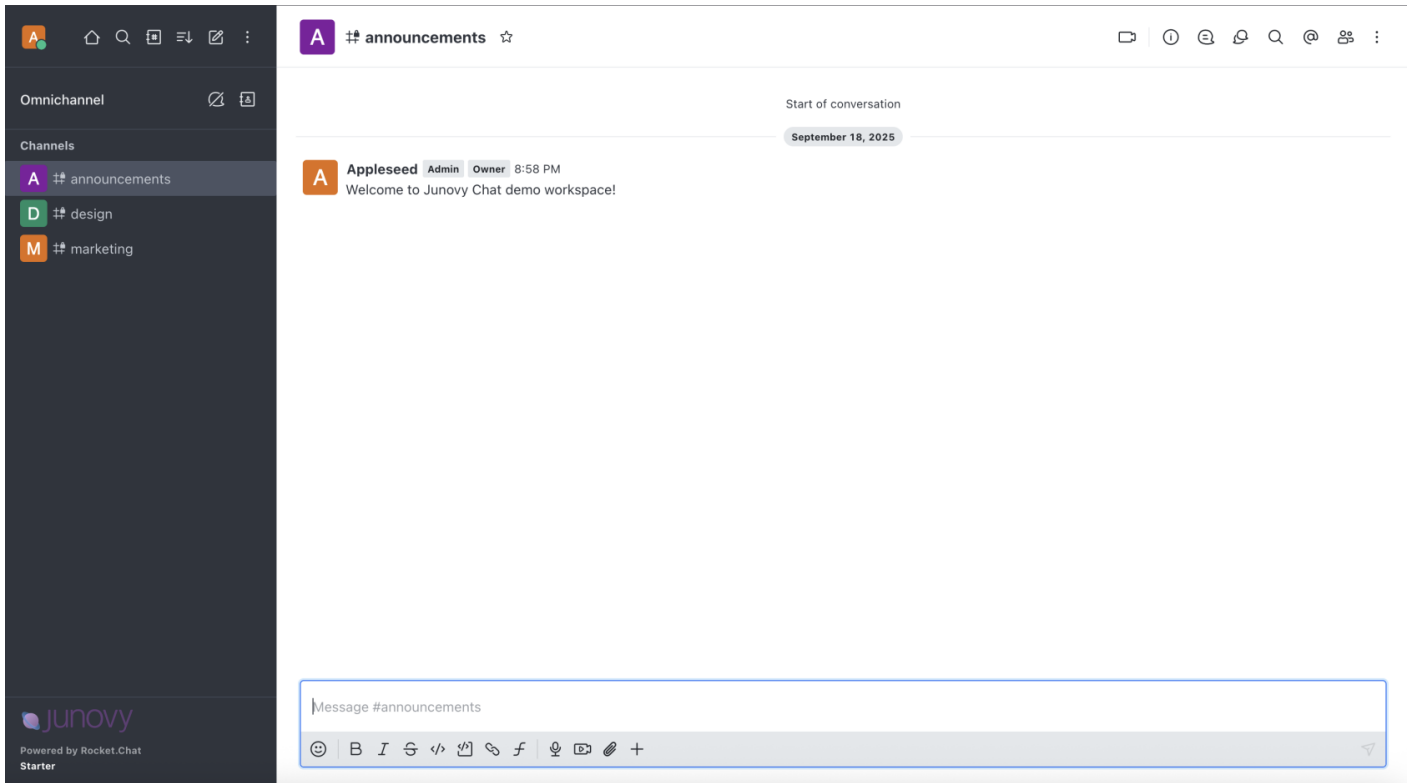
Getting Started

Install clients, sign in, and learn the interface.

- [Introduction](#)
- [Sign In & Roles](#)
- [Tour of the Interface](#)

Introduction

Welcome to the first chapter of the Junovy Chat guide — your team’s hub for fast, secure collaboration. Junovy Chat is powered by Rocket.Chat and brings together channels, direct messages, threads, files, calls, and integrations in one place.



What you can do here

- Chat in public channels for open team discussions
- Create private groups for focused work
- Send direct messages and start threads to keep topics tidy
- Share files, snippets, links, and reactions
- Join audio/video calls and share your screen
- Search across messages and files with filters
- Tune notifications per-room so you only get what matters

Who this guide is for

- New users getting started with Junovy Chat
- Power users who want to learn threads, search, and shortcuts

- Team owners or moderators managing channels and etiquette

How this guide is organized

- Getting set up: clients, sign-in, a quick UI tour
- Messaging basics: channels vs DMs, replies, mentions, files
- Staying focused: notifications, search, stars and pins
- Collaboration: calls, slash commands, and keyboard shortcuts
- Preferences and privacy: profile, E2EE, and best practices

If you already have an account, jump ahead to “Sign In & Roles”.

Sign In & Roles

Signing in

- Open the <https://chat.junovy.com> and sign in with your [Junovy user account](#).
- If prompted for 2FA, enter your one-time code from your authenticator app.
- First-time users may be asked to set a display name and upload an avatar.

Roles at a glance

- Member: default role; can join public channels, send messages, create DMs/threads.
- Moderator: can manage channel settings, topics, invites, and moderation tools in specific rooms.
- Owner/Admin: manages workspace-level settings, users, and integrations (not required for daily usage).

Profile basics

- Click your avatar → Profile to edit display name, bio, timezone, and pronouns.
- Set a status (e.g., Available, Busy, Away) to signal availability to teammates.

Security tips

- Don't share your 2FA codes or recovery keys.
- Log out from shared computers and enable auto-lock on mobile.
- For confidential discussions, see "End-to-End Encryption (E2EE)".

Tour of the Interface

Tour of the Interface

Main areas

- Left sidebar: Recent DMs, channels, and unread indicators. Use the + to create or join rooms.
- Header: Room name, topic, search, call button, and room actions (pins, members, notifications).
- Message pane: Messages, threads, files, and system notices appear here.
- Composer: Where you type, attach files, add emojis, and start threads.

Key controls

- New message: Press **N** or click the message box.
- Quick switcher: Press **Ctrl/Cmd + K** to jump to rooms or people.
- Search: Use the search box in the header for messages and files.
- Room menu: Click the room name → manage notifications, members, topic, and pins.

Personal settings

- Avatar → Preferences: themes, language, sidebar sections, and notification defaults.
- Avatar → Status: set presence and a short status message.