



How We Move Matters

EXPLORING THE CONNECTIONS
BETWEEN NEW TRANSPORTATION AND
MOBILITY OPTIONS AND
ENVIRONMENTAL HEALTH

A Virtual Workshop from the
Environmental Health Matters Initiative

11:30 AM - 5:30 PM (ET) on
July 13, 16, and 21, 2021

HOW WE MOVE MATTERS

EXPLORING THE CONNECTIONS BETWEEN NEW TRANSPORTATION AND MOBILITY OPTIONS AND ENVIRONMENTAL HEALTH

A Virtual Workshop from the Environmental Health Matters Initiative

SLACK GUIDANCE

[Click Here to Join the Slack Workspace](#) or type
https://bit.ly/HowWeMoveMatters_Slack into your web browser

TABLE OF CONTENTS

1. [Disclaimers and Guidelines for Participation](#)
2. [Purpose and Intent](#)
3. [Joining Workspace and Creating Profile](#)
4. [Channel Navigation](#)
5. [Channel Descriptions](#)
6. [Best Practices for Productive Conversation](#)
7. [Tips and Tricks](#)
8. [NASEM Slack Staff List](#)

DISCLAIMERS AND GUIDELINES FOR PARTICIPATION

Please be aware that by submitting written comments and questions via Slack and Zoom, you consent to these statements being recorded for use on television and in any media now known or hereafter devised in perpetuity, and you release the National Academy of Sciences, National Academy of Engineering, National Academy of Medicine, and the National Research Council from any liability due to such usages. If you do not wish to be subject to the foregoing, please do not submit written materials.

The National Academies of Sciences, Engineering, and Medicine (NASEM) are committed to the principles of diversity, integrity, civility, and respect in all of our activities. We look to you to be a partner in this commitment by helping us to maintain a professional and cordial environment. All forms of discrimination, harassment, and bullying are prohibited in any NASEM activity. This commitment applies to all participants in all settings and locations in which NASEM work and activities are conducted, including committee meetings, workshops, conferences, and other work and social functions where employees, volunteers, sponsors, vendors, or guests are present.

- **Discrimination** is prejudicial treatment of individuals or groups of people based on their race, ethnicity, color, national origin, sex, sexual orientation, gender identity, age, religion, disability, veteran status, or any other characteristic protected by applicable laws.
- **Sexual harassment** is unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature that creates an intimidating, hostile, or offensive environment.
- **Other types of harassment** include any verbal or physical conduct directed at individuals or groups of people because of their race, ethnicity, color, national origin, sex, sexual orientation, gender identity, age, religion, disability, veteran status, or any other characteristic protected by applicable laws, that creates an intimidating, hostile, or offensive environment.
- **Bullying** is unwelcome, aggressive behavior involving the use of influence, threat, intimidation, or coercion to dominate others in the professional environment.

Please note that in accordance with this policy, the meeting organizers reserve the right to remove you from the Slack workspace “EHMI Transportation Workshop” at any point. Participants will be removed if the content posted is disrespectful, offensive, lewd, or deemed counterproductive.

PURPOSE AND INTENT

From the air we breathe to the water we drink, our health is defined by our natural environment. Environmental health is the science that focuses on reducing harmful environmental exposures in air, water, soil and food to protect human health and well-being, as well as provide all communities with healthier environments. The Environmental Health Matters Initiative (EHMI) convenes government, industry, and academic leaders to share ideas and form connections that inspire the development of solutions to our most pressing environmental health challenges.

Transportation Research Board (TRB) provides leadership in transportation improvements and innovation through trusted, timely, impartial, and evidence-based information exchange, research, and advice regarding all modes of transportation.

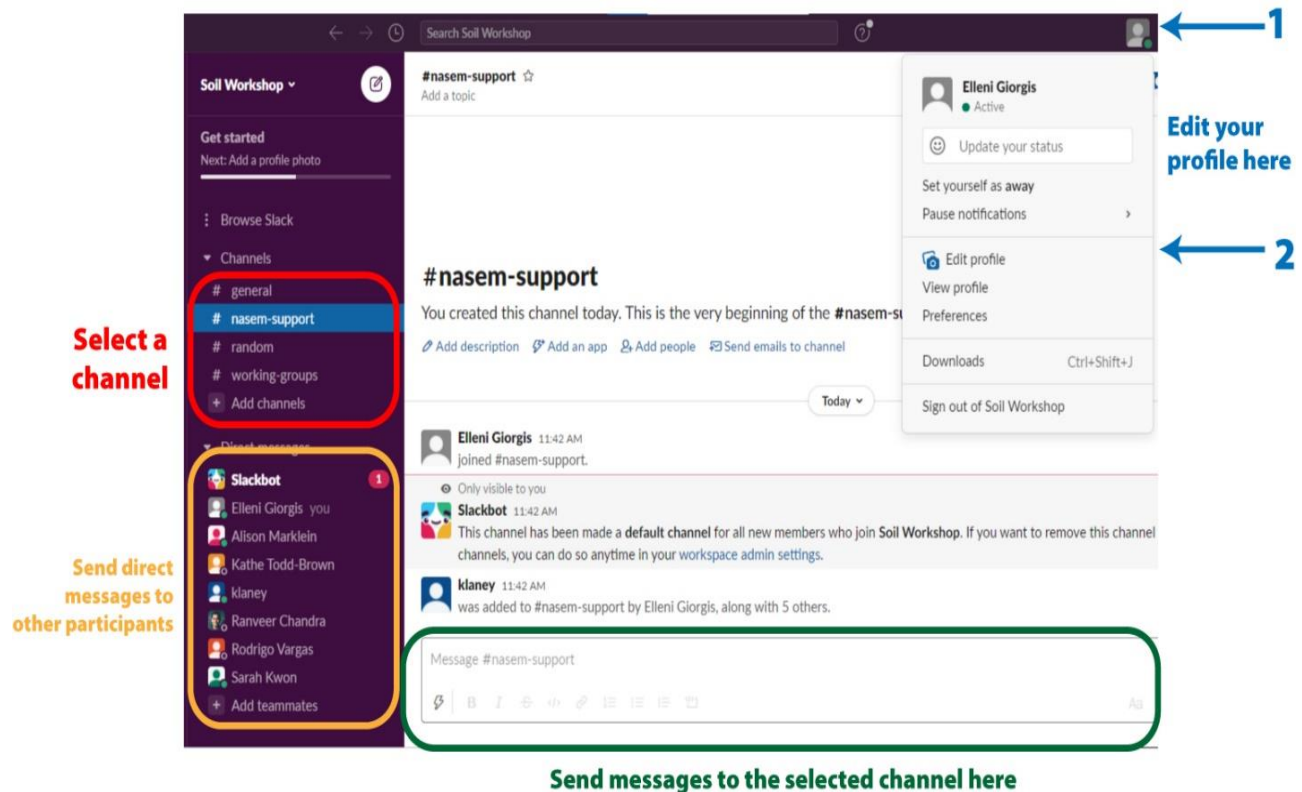
In line with the mission of EHMI and TRB, the aim of this workshop is to provide a forum for the environmental health and transportation sectors, along with experts in consumer behavior, to gather and apply environmental health perspectives to the consideration of new mobility options as part of the transportation system and to stimulate potential collaborations to address environmental health benefits and challenges of transportation services and new mobility options.

Slack was chosen as a tool to foster community engagement and conversation in a virtual environment. To achieve the goals of EHMI, TRB, and this workshop, open dialogue between participants of all sectors is essential. The planning committee believes that Slack will balance this need with the challenges of a virtual world.

JOINING WORKSPACE AND CREATING PROFILE

Getting Started

1. Click the invitation link: https://join.slack.com/t/ehmi-transportation/shared_invite/zt-r7024gxx-KnSeBN_HR8ifLVgVXiEFTA
2. Create a Slack account or use your existing account email
 - a. Your email address will not be viewable or accessible to other participants.
3. After the initial Slack account creation steps, you will arrive at a screen that is similar to the screenshot below.



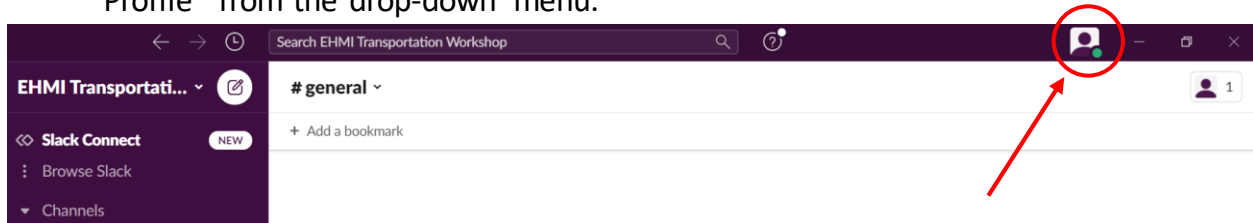
Alt-text caption: Screen grab of the Slack Workspace; the available channels are highlighted on the top left, the list of participants is highlighted on the bottom left, and directions on how to access the “Edit your profile” feature is highlighted on the top right.

4. You can access Slack in three ways:
 - a. Web browser! Simply input the Slack URL into your favorite internet browser.
 - b. Download the Slack App! The application can be downloaded for free onto your desktop for increased functionality.
 - i. [Download Slack for Windows](#)
 - ii. [Download Slack for Mac](#)

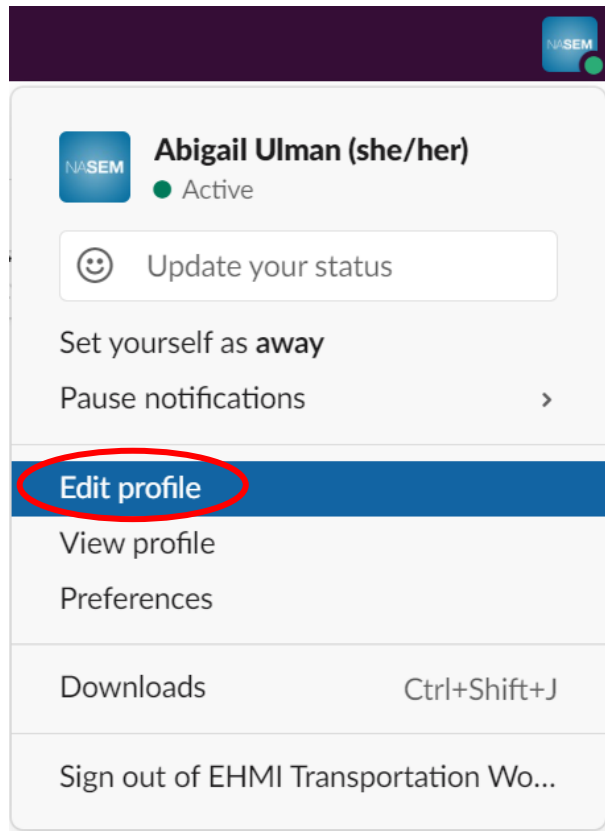
- c. On your phone! The application can be downloaded for free in the App Store (for Apple products) or in the Google Play Store (for Androids)
 - i. [Download Slack for Apple products](#)
 - ii. [Download Slack for Android](#)

Develop Profile

1. To edit your profile, click on the upper right silhouette icon and then choose “Edit Profile” from the drop-down menu.

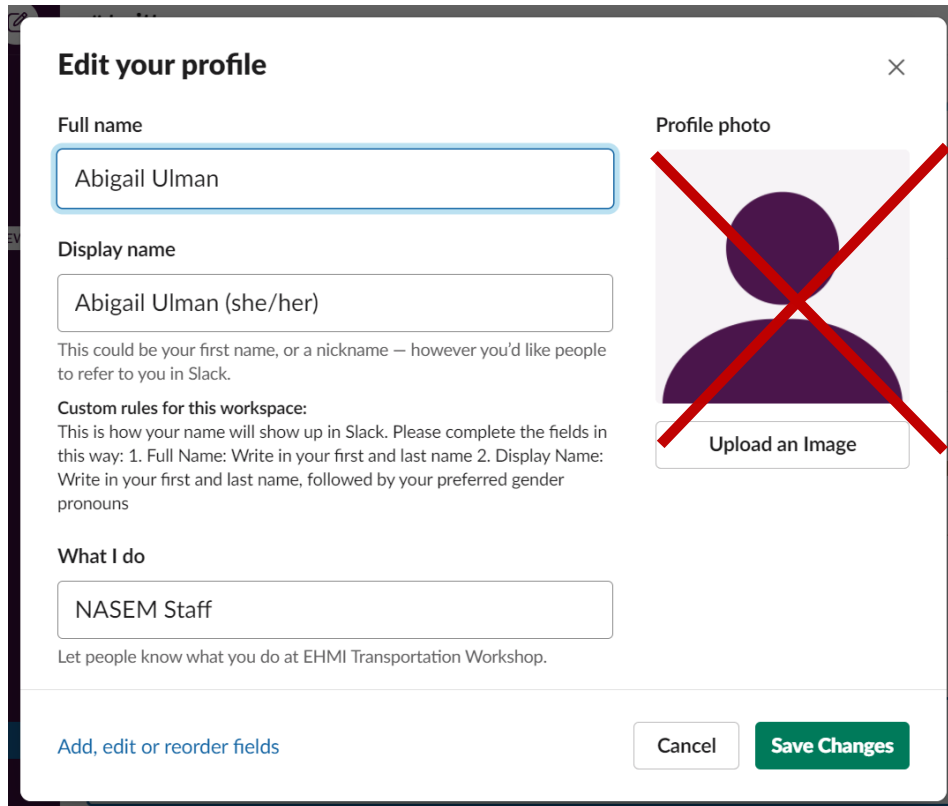


- a. The drop-down menu will look like this.



2. Please complete the fields in this way:
 - a. *Full Name*: Write in your first and last name
 - b. *Display Name*: Write in your first and last name, followed by your [preferred gender pronouns](#)*. This is the way your name will appear to Slack users.
 - c. *What I Do*: List your **Affiliation**, *not your job title*

- d. *Profile Picture:* **Leave Blank**
- e. Leave all other available fields empty!



Edit your profile

Full name
Abigail Ulman

Display name
Abigail Ulman (she/her)

This could be your first name, or a nickname — however you'd like people to refer to you in Slack.

Custom rules for this workspace:
This is how your name will show up in Slack. Please complete the fields in this way: 1. Full Name: Write in your first and last name 2. Display Name: Write in your first and last name, followed by your preferred gender pronouns

What I do
NASEM Staff

Let people know what you do at EHMI Transportation Workshop.

Profile photo

Upload an Image

[Add, edit or reorder fields](#) Cancel Save Changes

Alt-text caption: Screen grab of the Slack Workspace' "Edit your profile" feature.

*More information about gender pronouns can be found on the following websites:

- <https://uwm.edu/lgbtrc/support/gender-pronouns/>
- <https://www.gsafewi.org/wp-content/uploads/What-the-heck-is-a-PGP1.pdf>
- <https://www.mypronouns.org/sharing>

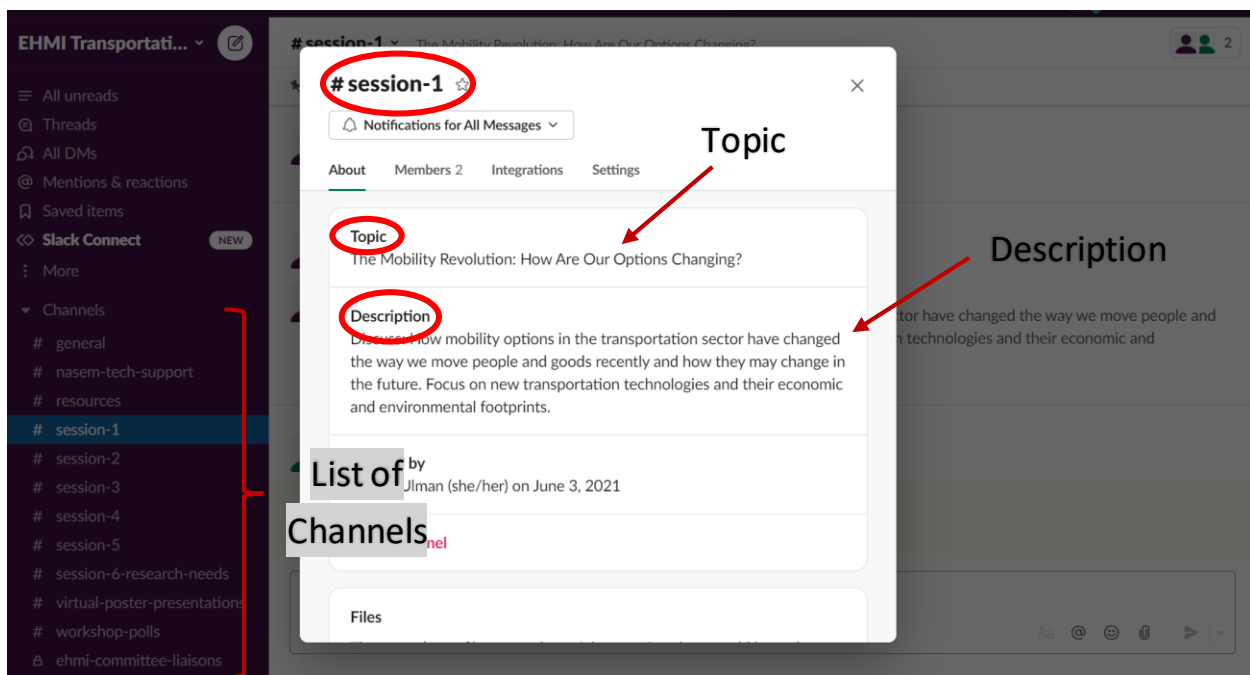
For more information on how to set up your Slack workspace, visit:

<https://slack.com/help/articles/360059928654-How-to-use-Slack--your-quick-start-guide>

CHANNEL NAVIGATION

Conversations are sorted into "channels" based on topic areas and workshop sessions. All channels are listed in the panel on the left side of the workspace. Navigate to different channels by simply clicking on them in the panel. Every channel has a unique purpose and to guide a specific conversation.

When clicking on a new channel and entering that conversation, please note the "topic" field at the top of the feed as well as the channel description*. These will inform you as to what conversations are appropriate for that channel.



Alt-text caption: Screen grab of the Slack Workspace; the list of channels is displayed on the left, and the topic of the selected channel is overlaid over the body of the channel.

*To easily find the channel topic and description, first click on the bolded name of the channel at the top of the channel feed (in red circle above). A menu will appear overlaid on the screen. Then, click "about" from the list of options.

CHANNEL DESCRIPTIONS

Channel Name	Topic	Description/Channel Goals
general	General announcements and information about the workshop will be posted here	
nasem-tech-support	Please post your technical support needs here! If you message any staff directly, we will likely not be able to answer in a timely manner	Use this channel to troubleshoot any Slack or livestream issues. The workshop agenda, Slack guidance, and livestream can be accessed on this webpage: http://bit.ly/EHMI_Transportation
resources	Share resources related to transportation and environmental health	Feel free to share relevant resources here, such as papers, reports, books, etc.
session-1	The Mobility Revolution: How Are Our Options Changing?	Discuss: How mobility options in the transportation sector have changed the way we move people and goods recently and how they may change in the future. Focus on new transportation technologies and their economic and environmental footprints.
session-2	The Big Picture: Why Does the Mobility Revolution Matter to Environmental Health?	Discuss: Examine the mobility changes discussed in session 1 – for every change in mode choice, what are the environmental health changes? Consider lessons learned from recent changes to evaluate impacts of mobility changes on environmental health.
session-3	Assessing Solutions: Policy's Impact on Our Mobility and Environmental Health	Discuss: Insights at the nexus of where transportation policies, environmental health policies, and actual consumer behavior meet, attempting to find the sweet spot between policy, economic incentives, improved mobility, and environmental health.
session-4	The Wicked Problems: Real World Experiences and Opportunities to Shape the Path Ahead	Discuss: As stakeholders respond to mobility changes, what problems affecting environmental health have arisen that complicate solutions? Share your insights on identifying and addressing the 'Wicked Problems' in mobility and environmental health.

session-5	Prioritizing the Path Ahead: What's Really Needed to Preserve the Environmental Health of our Communities?	Key thought leaders will identify key priorities in addressing environmental health issues stemming from changing mobility patterns. Discuss the role we all must play to mitigate negative and encourage positive environmental health outcomes.
session-6-gaps-and-research-needs	Bringing it All Together: Information and Research Needs for Enhanced Mobility and Environmental Health	Using insights from the event, identify needed next steps to address gaps in transportation and environmental health data, policies and plans, and ways all stakeholders can affect future mobility changes that positively support environmental health.
virtual-poster-presentations	This is a space to discuss the recordings played during the breaks between sessions.	Please discuss your thoughts on the ongoing research exploring the connections between new transportation and mobility options and environmental health presented in the videos played during the breaks between workshop sessions.

Notes:

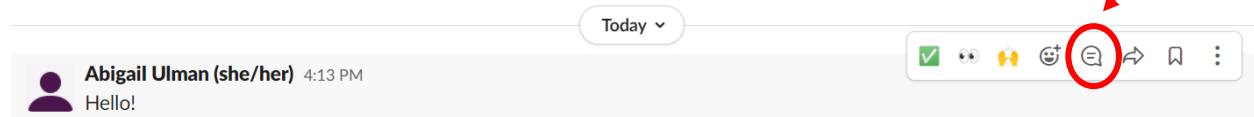
- The channels named “session-X” will be used for participants to share thoughts, discuss ideas raised during the session, and respond to questions from the panelists and moderators via polls during the respective session.
- Please submit all questions for speakers in the channel that corresponds with their session – they will *not* be able to monitor any direct messages.
- Conversations in the channels are always welcome as long as they are appropriate and relevant to that channel. Please ensure you are using the correct channel for your comment before posting!

BEST PRACTICES FOR PRODUCTIVE CONVERSATION

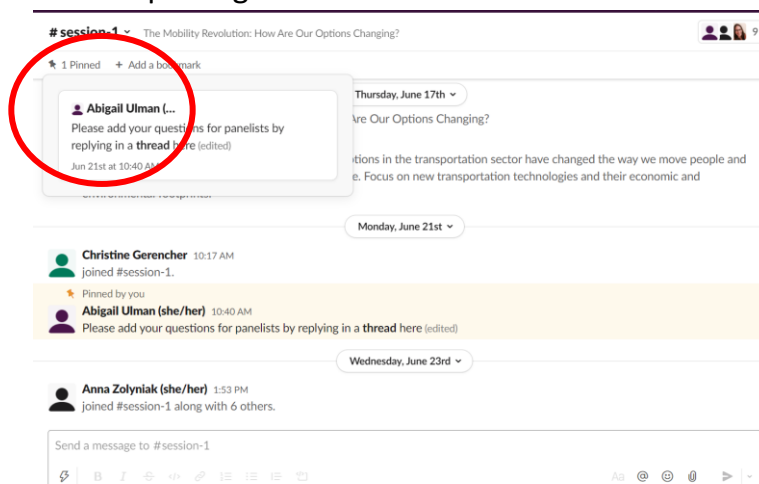
“Slack is much like an informal chatroom. Workspace members can read and/or share your messages with others. Keep conversations relevant and be mindful of your language and interactions here. Be aware of tone and emotions from both sides as this plays a part in drafting and interpreting messages. Remember to remain professional and conduct yourself appropriately. If in doubt, leave it out.”

Source: <https://www.4pointconsulting.com/resources/2019/12/10/the-ultimate-slack-etiquette-guide>

1. Use the “threads” feature.
 - a. Instead of posting to the entire channel when looking to respond to a question or comment, respond in a **thread**. This keeps the channel feed less cluttered and more accessible for everyone.
 - b. How to: Use your mouse to hover over the message you would like to respond to. An option bar will appear at the top right of the message. Click on the  (message bubble) icon to open up a conversation thread.



2. Use the appropriate channel feed.
 - a. When in doubt, refer to the channel topic and description.
3. Pay attention to “pinned” messages at the top of the channel.
 - a. These messages will appear at the top of the screen under the channel title, labeled “[number of messages] pinned”.
 - b. Staff will pin messages that contain important information about the workshop and guidelines for posting content in Slack.



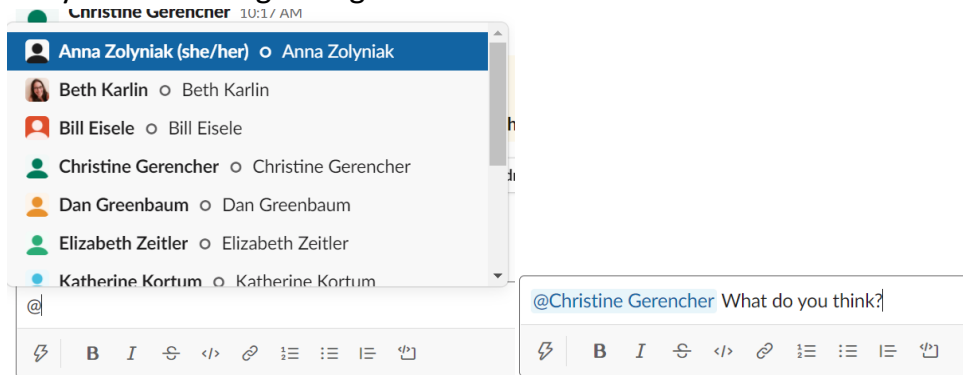
4. Keep your posts short and to the point.
 - a. When in doubt, ask yourself if you could post this to Twitter. Too long? Shorten your comment!
5. Avoid using direct messages.
 - a. All relevant comments and questions should be appropriate for a channel.
 - b. Unwanted direct messages can be misconstrued and make others uncomfortable.
6. Use emojis effectively but sparingly.
 - a. Emojis can be a great tool to convey a message.
 - b. Too many emojis can distract from your message.
 - c. See a useful way to use emojis below – by “liking” a message that’s informative.

The screenshot shows a Slack channel named "#session-1" with the topic "The Mobility Revolution: How Are Our Options Changing?". The channel has a pinned message from Abigail Ulman (she/her) at 3:36 PM, which sets the channel topic. Another message from Abigail Ulman (she/her) at 3:55 PM sets the channel description. A message from Christine Gerencher at 10:17 AM states she joined the channel. A pinned message from Abigail Ulman (she/her) at 10:40 AM asks for questions for panelists. A red arrow points from the thumbs up emoji in the reaction bar of this pinned message to the emoji picker overlay. The emoji picker shows various categories of emojis, with the "thumbs up" emoji highlighted in a red circle. The picker also shows a "New emoji available" notification and a "Sounds good" section with the text "Express your approval with a 'thumbs up'" and the code ":thumbsup:".

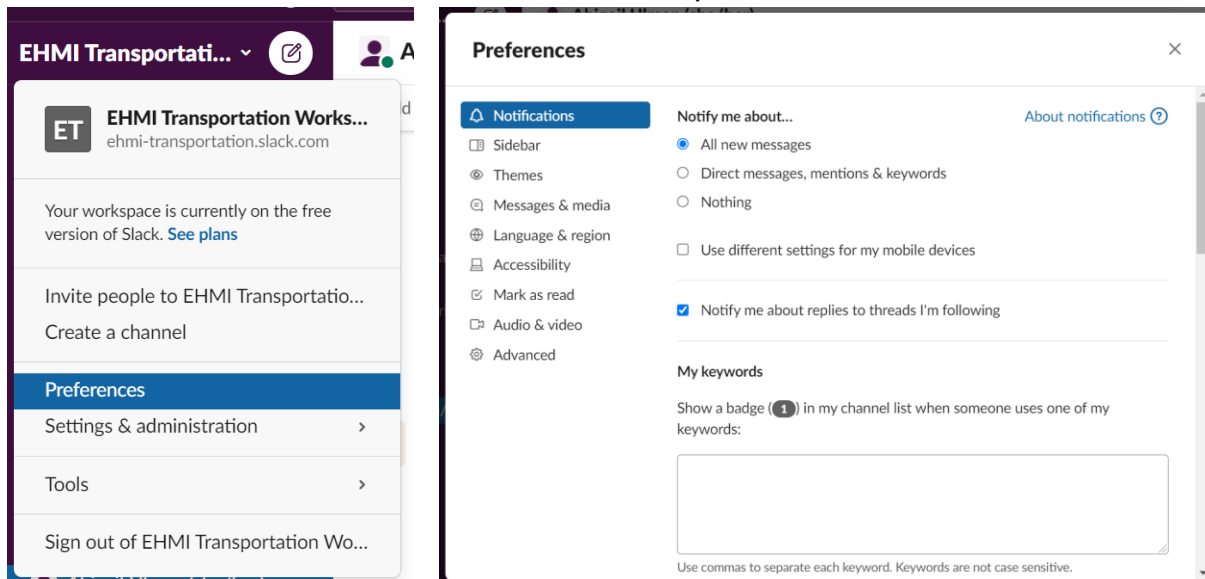
7. Review and edit your messages.
 - a. Read over your text for clarity and tone before pressing send.

TIPS AND TRICKS

- Tag individuals in your comments and responses
 - First, type the @ symbol, and then follow with the name of the individual you are looking to tag.

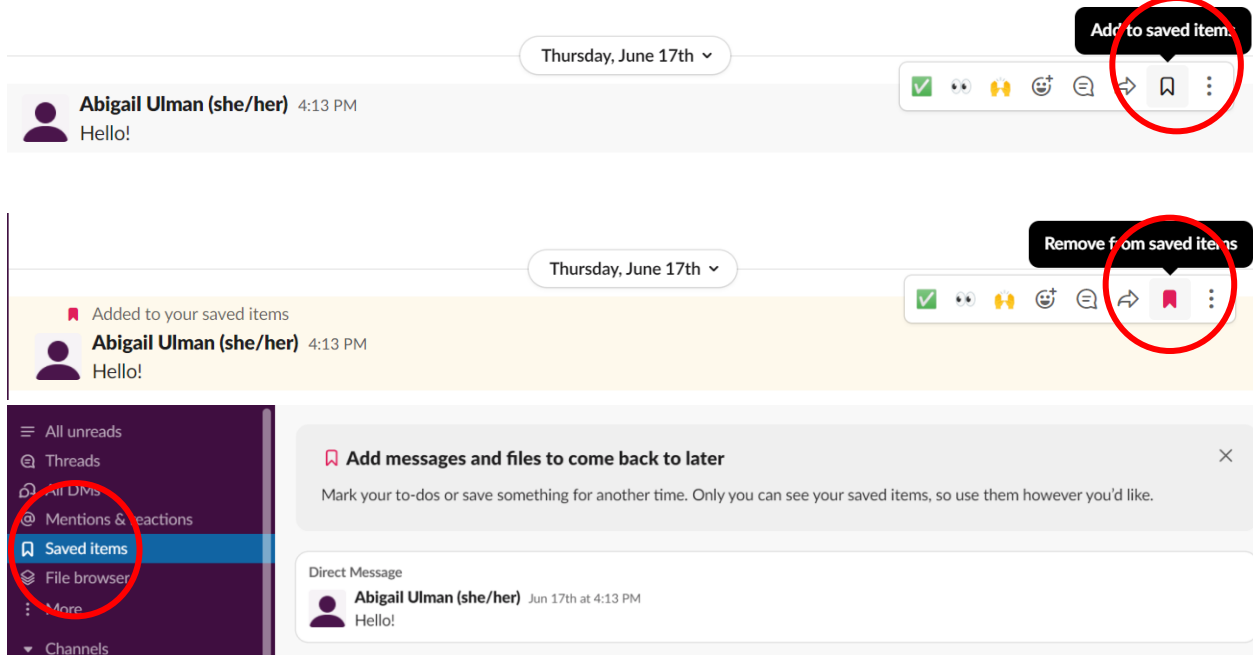


- Disable notifications
 - Click on the workspace name in the upper left corner, then choose preferences.
 - Click to choose which notifications you'd like to receive.

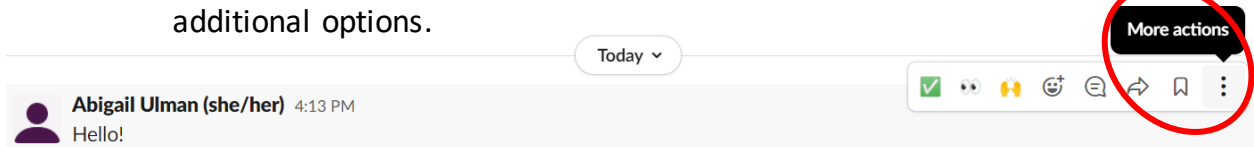


- Add emojis to convey a reaction to a post
 - Use your mouse to hover over the message you would like to react to. An option bar will appear at the top right of the message. Click on the (emoji) icon to open up a list of emojis you can use to react to messages.
- Save messages you would like to refer to later

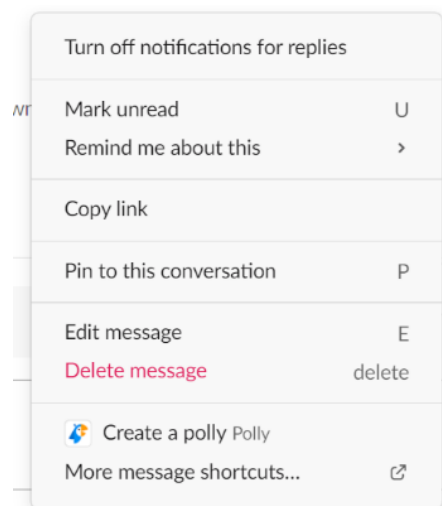
- Use your mouse to hover over the message you would like to save. An option bar will appear at the top right of the message. Click on the  (bookmark) icon to save the message. The saved message will now appear under the “saved items” list in the sidebar on the left of your screen.



- Delete or edit your post
 - Hover over the post with your mouse and a bar of options will appear in the upper right of the post. Click on the  (three vertical dots) symbol for additional options.



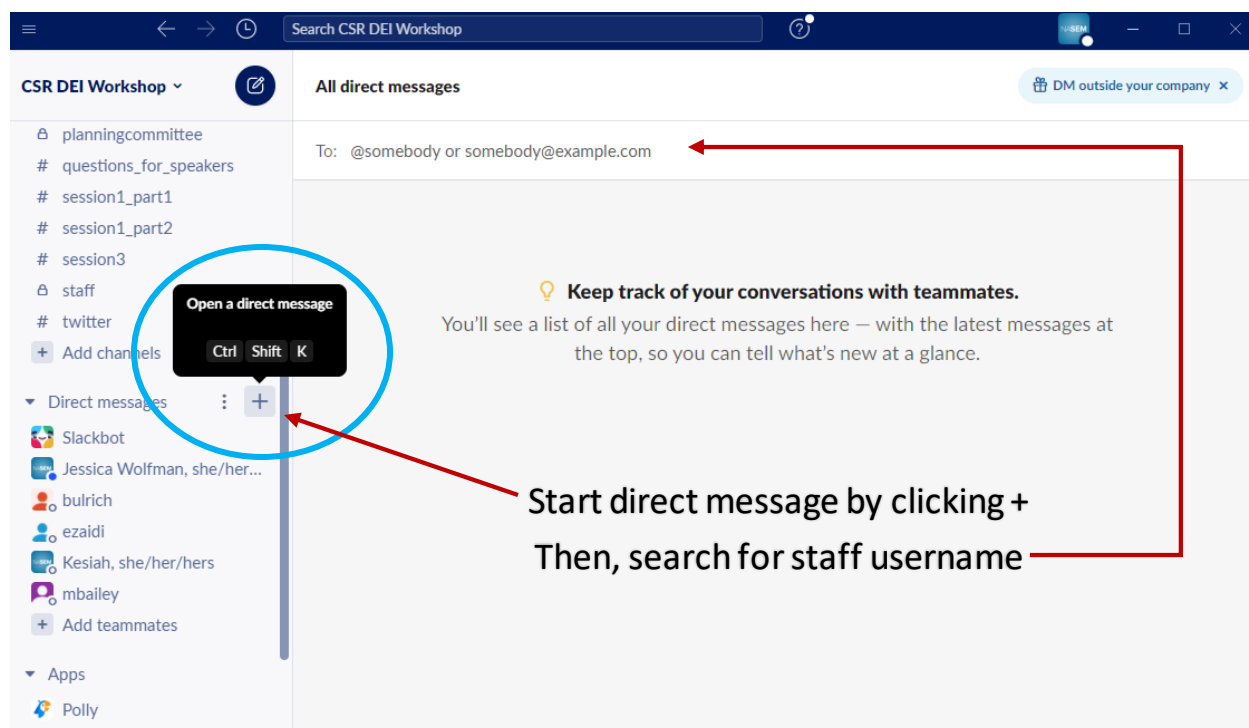
- The below box will pop up with options for you to edit or delete your message.



NASEM SLACK STAFF LIST

If you are having content related issues on Slack or would like to report harassment or other inappropriate behavior, please feel free to reach out to a NASEM Staff member on slack through a direct message at any time.

*All NASEM Staff members on Slack will have the NASEM logo as their profile picture for quick identification.



NASEM Staff Available to Help Include:

- Christine Gerencher
- Abigail Ulman
- Katherine Kortum
- Claire Randall
- Elizabeth Zeitler
- Kesiah Clement
- Ania Zolyniak
- Jessica Wolfman
- Benjamin Ulrich
- Michelle Bailey