Slack bot command list

Slack bot displays tasks for the day every day in the morning where it shows all the information about it. The message will have a “view additional info” hyperlink that displays additional info about the plant. Users can view their tasks again via the following commands:

**Show all tasks** - displays all tasks for today

**Show my tasks** - displays all tasks for that user (if they don't have any it shows the message “None for you today!”

Users can delegate tasks to others with the following command:

**/delegate-task [task\_id] [@employee]**

This command triggers a message from the bot that states

“Task delegation request for @employee for task [id]. React with ✅ to accept or ❌ to decline. When that employee reacts with a certain reaction, the message is deleted and a new one with the updated task is shown.

To resolve a task users can use the following command:

**/complete-task [task\_id]**

,which will prompt a message “Task [task\_id] has been completed!”

Users can also use the command **Show scoreboard** to display a scoreboard of the past completion of tasks.