

# User Guide: fn\_teams\_v1.0.0

---

## Table of Contents

- [Install](#)
  - [Key Features](#)
  - [Function - Teams Post Message](#)
  - [Rules](#)
- 

## Install

Refer to the README.pdf included in this package for installation and configuration information.

## Key Features

- Post Incident data to an existing Microsoft Teams channel
  - Utilizes the Teams' MessageCard format for message formatting
  - Includes example rules and workflows to post incident and task information to a channel
- 

## Function - Teams Post Message

Post a message to a Microsoft Teams channel. This function is used for all communications to Teams. The **teams\_payload** is used to define the data to post. See the pre-processing script below for an example of formatting incident data for posting.

```
format of a payload. * = optional
{ "title"*: xx,
  "summary": xx,
  "sections": [
    { "title"*: yy,
      "text"*: yy,
      "facts"*: [{"name": zz, "value": zz}]
    }
  ]
}
```

Name *	<input type="text" value="Teams Post Message"/>
API Name * ⓘ	<input type="text" value="teams_post_message"/>
Message Destination *	<input type="text" value="fn_teams"/>
Description	<input type="text" value="Post a message to a Microsoft Teams channel"/>

### Inputs

incident_id	×
task_id	×
teams_channel	×
teams_payload	×
teams_mrkdwn	×

- Inputs:
- Outputs:
- Example Pre-Process Script:
- Example Post-Process Script:

## Rules

Rule Name	Object	Workflow Triggered
Example: Post an Incident to Microsoft Teams	incident	example_post_incident_to_ms_teams
Example: Post a Task to Microsoft Teams	task	example_post_task_to_microsoft_teams