

GSD. MS Teams – Private Channels in Microsoft Teams

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General Information:

Possible symptoms/errors:

Private Channels in Microsoft Teams.

Alternative names of the system:

N/A

IMPORTANT NOTICE:

N/A

Solution:

Private channels are used to have focused, private conversations with people on user's team. Only the users on the team who are owners or members of the private channel can access the channel.

With a private channel, members of a team must be specifically added to it to participate, see content, and to see the channel appear in their list of channels.

This article provides information to know about private channels in Microsoft Teams

Details:

A. Private Channel creation

To create a Private channel, refer to How to Create a Channel in Microsoft Teams (hyperlink to be added).

B. Adding and removing owners and members

A private channel owner cannot be removed through the Teams client if they are the last owner of one or more private channels. If a private channel owner leaves user's organization or if they are removed from the Microsoft 365 group associated with the team, a member of the private channel is automatically promoted to be the private channel owner. If a team member leaves or is removed from a team, that user will also leave or be removed from all private channels in the team.

C. Private channel owner and member actions

Action

Team Owner

Team Member

Team Guest

Private Channel Owner

Private Channel Member

Private Channel Guest

1. Create private channel

Admin controlled

Admin and team owner controlled

No

N/A

N/A

N/A

2. Delete private channel

Yes

No

No

Yes

No

No

3. Leave private channel

N/A

N/A

N/A

Yes, unless they are the last owner

Yes

Yes

4. Edit private channel

No

N/A

N/A

Yes

No

No

5. Restore deleted private channel

Yes

No

No

Yes

No

No

6. Add members

No

N/A

N/A

Yes

No

No

7. Edit settings

No

N/A

N/A

Yes

No

No

8. Manage tabs and apps

No

N/A

N/A

Yes, apps must be installed for the team

No

Assignment Group:

3rd Party e-mail address: One365Support@freseniusmedicalcare.com

Ticket Creation:

Template: N/A Categorization:

Configuration Item: N/A Category: N/A Subcategory: N/A

Important Links:

N/A