

Coloring talks

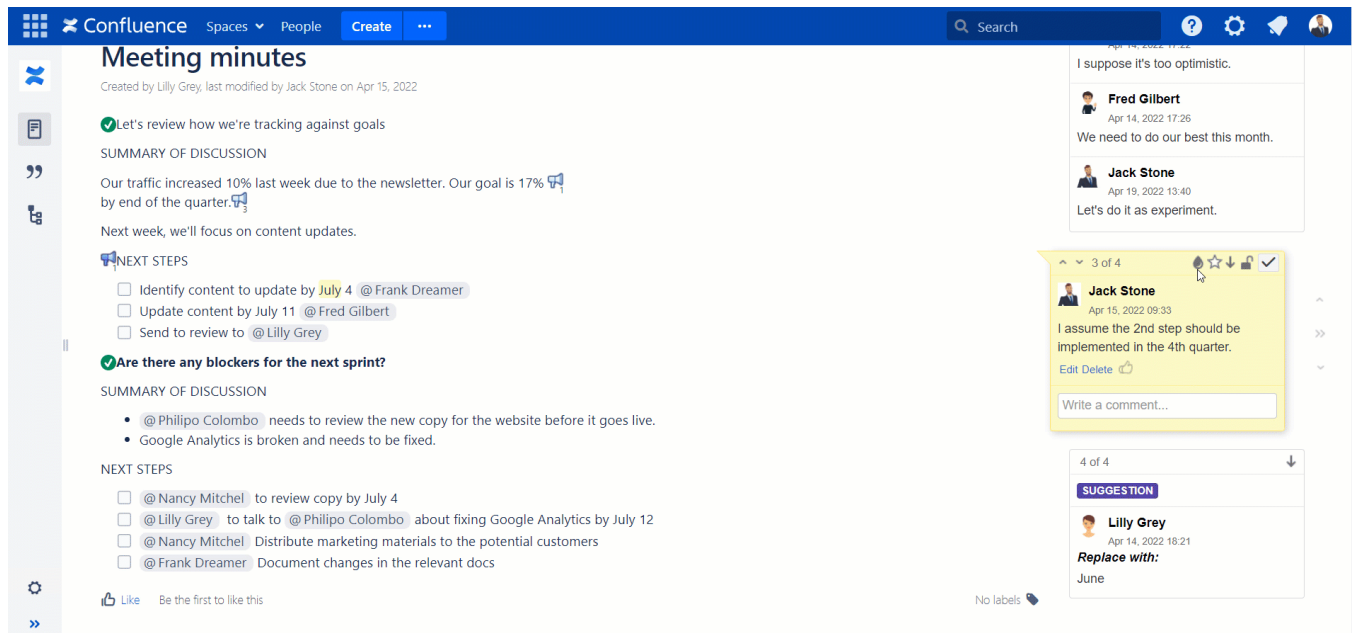
You can create a color convention for talks in the following use cases:

- prioritize discussions and suggestions
- assign colors to teams to distinguish discussions associated with each team (in case several teams work on the same document)
- distinguish topics of discussions
- bring some fun into your work 😊

You can find your own ways to use the coloring capability for the benefit of your team.

Besides coloring talks, you can also use [prioritizing Talk discussions and suggestions](#).

You can change the background color of your Talk inline comments and suggestions. To do that, click  and select one of the color options.



The screenshot shows a Confluence page titled "Meeting minutes" created by Lilly Grey and last modified by Jack Stone on April 15, 2022. The page content includes a summary of discussion and next steps. Two inline comments and one suggestion are visible on the right side of the page.

Meeting minutes
Created by Lilly Grey, last modified by Jack Stone on Apr 15, 2022

Let's review how we're tracking against goals

SUMMARY OF DISCUSSION

Our traffic increased 10% last week due to the newsletter. Our goal is 17% by end of the quarter.

Next week, we'll focus on content updates.

NEXT STEPS

- ☐ Identify content to update by July 4 @ Frank Dreamer
- ☐ Update content by July 11 @ Fred Gilbert
- ☐ Send to review to @ Lilly Grey

Are there any blockers for the next sprint?

SUMMARY OF DISCUSSION

- @ Philipo Colombo needs to review the new copy for the website before it goes live.
- Google Analytics is broken and needs to be fixed.

NEXT STEPS

- ☐ @ Nancy Mitchel to review copy by July 4
- ☐ @ Lilly Grey to talk to @ Philipo Colombo about fixing Google Analytics by July 12
- ☐ @ Nancy Mitchel Distribute marketing materials to the potential customers
- ☐ @ Frank Dreamer Document changes in the relevant docs

Like Be the first to like this

No labels

3 of 4

Jack Stone
Apr 15, 2022 09:33

I assume the 2nd step should be implemented in the 4th quarter.

Edit Delete

Write a comment...

4 of 4

SUGGESTION

Lilly Grey
Apr 14, 2022 18:21

Replace with:
June

The coloring that was used in Talk versions earlier than 3.3.0 is preserved as the default option ()