

New Chat

Start a new chat or create a room

Search

Find keywords and people inside chats and messages

Notifications

Quickly find notifications, mentions, and tagged content in a single place

Chats

See your list of active chats

Choose Tags

Manage feed of #hashtags, \$cashtags, and keywords

Settings

Tailor your setup and access the Help Center

Profile

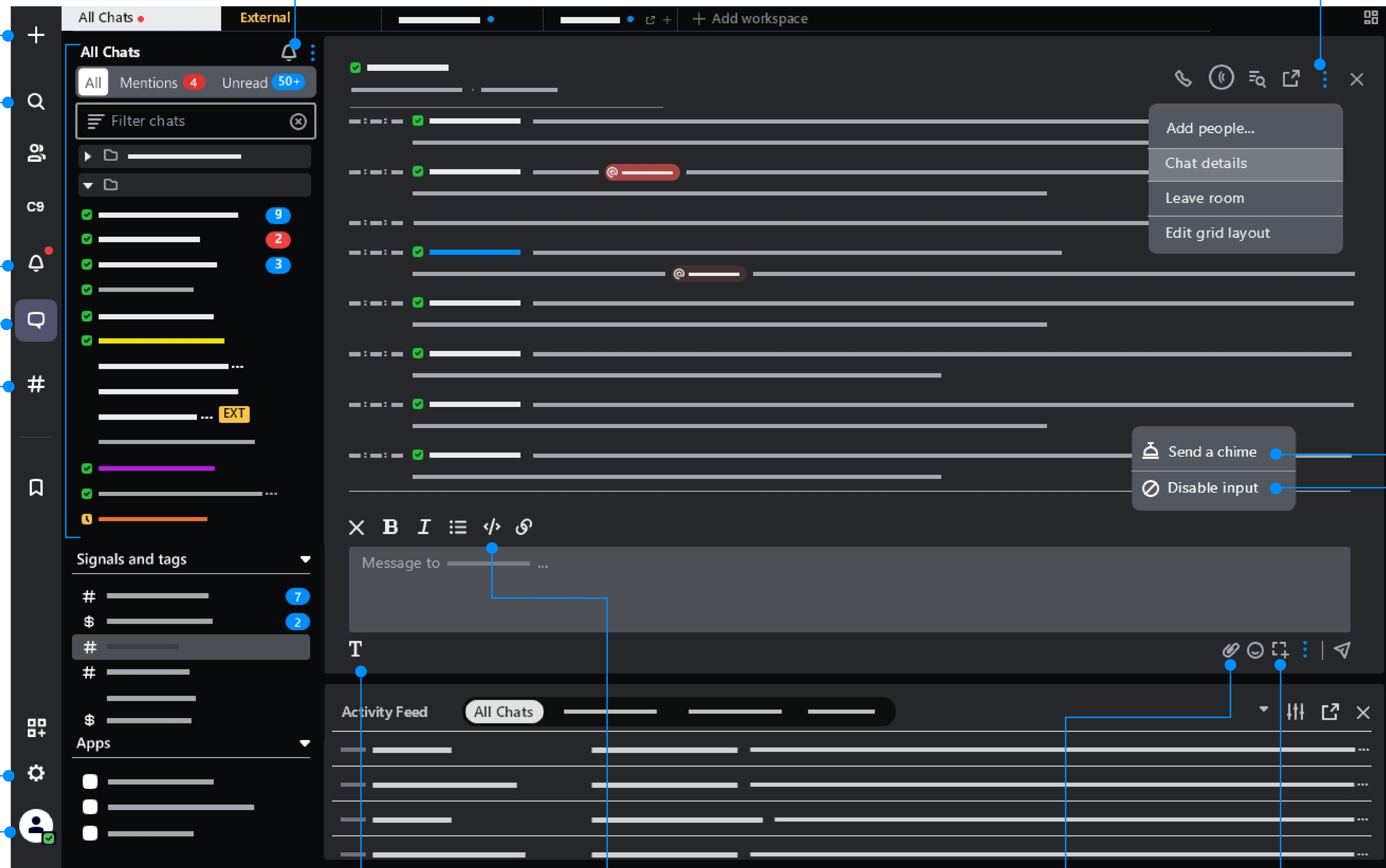
Set status, see followers, manage posts, and copy profile link

Remove alerts from your chat list and nav bar

Clear All Alerts

View members, change display name, color, and sound; or copy chat link

Chat Details



Chime

Send sound alerts

Disable Input

Select 'Chat actions' to suspend typing function

Compose Mode

Expand writing space, format text with bold, italics, lists, and hyperlink text

Code Snippets

Insert code with syntax highlighting based on the language you choose

Attachments

Drag and drop or browse to add files to messages

Screenshot

Select the area of the screen you want to capture

Live Meeting
A mini window keeps the current meeting visible

Workspace
Double click to name and save your workspace

Start a Meeting
Launch a live meeting with everyone in the chat

Search Chat
Find messages and people in chats

Saved Workspaces
Open any workspaces you saved earlier

Profile Card
Hover on a name to see title and company and start a chat or meeting

Message Actions
Reply to, save, forward, or remove messages

Connections
Expand your external connections

Workspace Chat List
Add chats to your new workspace to create a separate chat list

Folders
Drag and drop folders to reorder

Saved Items
Access saved messages

Signals and tags
View notifications for topics you follow

Apps
Browse and connect to apps and integrations

External Chat
Chats with external contacts are indicated in yellow

A workspace dedicated to contacts from outside your company

Send a single message to multiple contacts and rooms at once

Keep a chat in place when new chats are opened

Manage notifications for chats, rooms, and tags

Reorganize chats within your workspace grid

Urgent Chat Alerts

Urgent Chat Reminders

Reminders stay visible until you respond

Open New Window

Pop out your Activity Feed into a new window

Activity Feed

Your chronological feed of new messages opens automatically

External Workspace

Blast a Message

Pin Chat

Urgent Chat Alert

Drag and Drop

Urgent Chat Reminders

Open New Window

Activity Feed

The screenshot shows the Symphony desktop interface. On the left is a sidebar with a search bar, a list of chat windows (some with colored bars and 'EXT' labels), and a 'Signals and tags' section. The main area displays a grid of chat windows. A context menu is open over one chat, showing options like 'New Chat', 'Blast Message', 'Group by chat type', 'Sort list', 'New folder', and 'Activity Feed'. A 'Blast Message' dialog is also visible, with 'ACCEPT' highlighted. At the bottom, an 'Activity Feed' window is open, showing a chronological list of messages. Callout boxes with blue lines point to various UI elements, explaining their functions.

Quick Filter
Type to refine your chat list

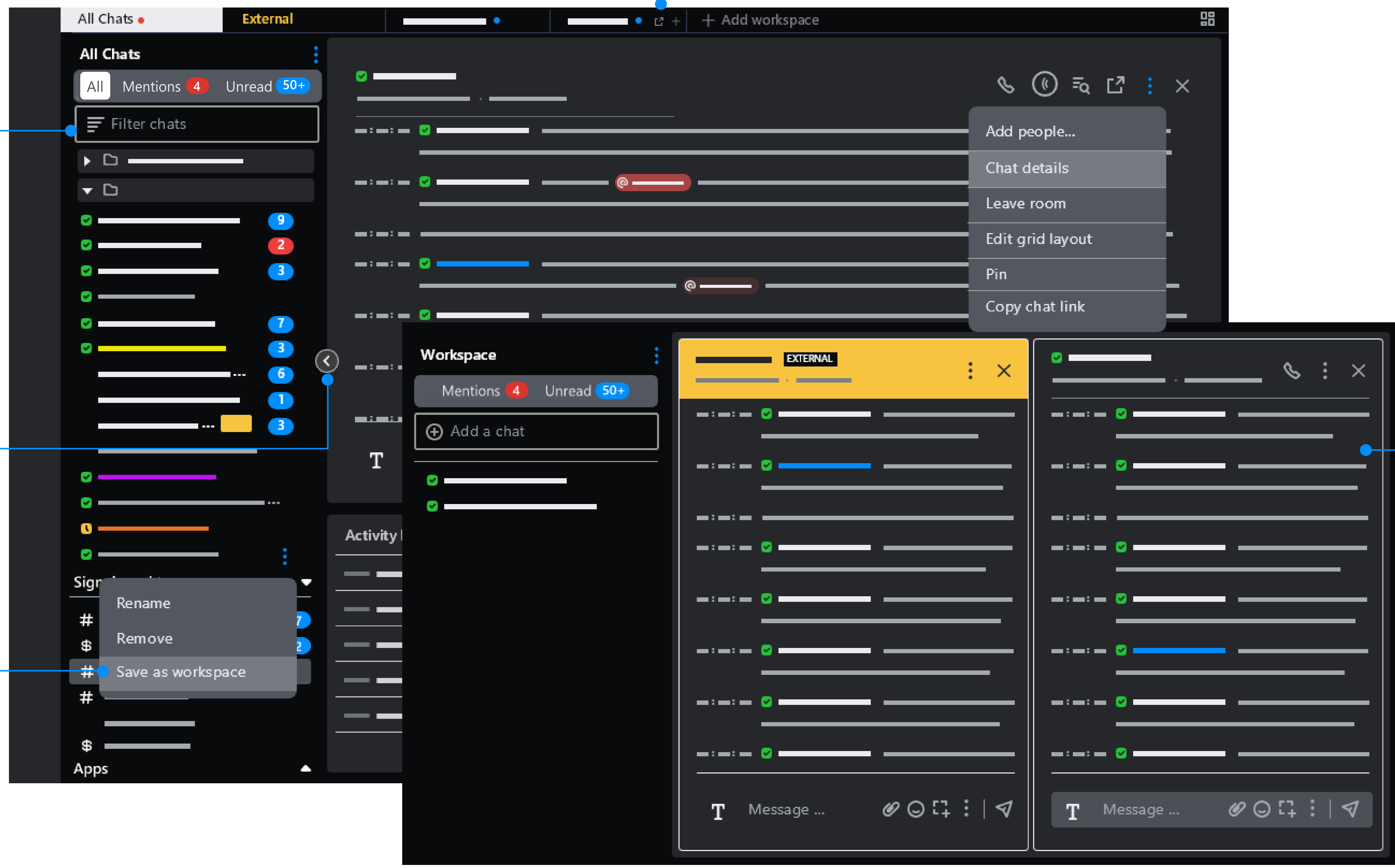
Hide Navigation Panel
Hide the left navigation panel to increase screen space

Folder to Workspace
Create a workspace from a folder

Open a workspace in a new window
Open in New Window

Workspace Window
Focus on a workspace in a separate window

Filtered Chat List
The chat list shows only members of this workspace



The screenshot shows a meeting interface with a central video area displaying a line chart. The chart has a y-axis from 0 to 1000 and an x-axis with years from 2011 to 2017. Five data series are shown in different colors: grey, blue, orange, green, and light blue. A red alert banner at the top reads "You are sharing your screen on Symphony" with a "STOP SHARING" button. The interface includes a top navigation bar with a "BACK" button and window control icons, a left sidebar with various meeting tools, and a bottom toolbar with icons for microphone, camera, screen share, chat, participants, and end meeting. A right sidebar shows a list of meeting members.

Pop Out or Full Screen
Open a meeting in full screen or a separate window

Screen Share Status
A red alert displays when sharing your screen

Grid View
Show participants in a grid or row

Meeting Members
View meeting participants

Meeting Controls
Turn microphone and camera on or off; share screen; send a message; view participants; and leave meeting

Year	Grey	Blue	Orange	Green	Light Blue
2011	750	600	500	80	600
2012	600	450	700	350	600
2013	750	950	600	250	600
2014	480	700	320	900	600
2015	680	200	550	800	600
2016	880	680	420	250	600
2017	900	480	700	100	600

The image shows a 'Settings' window with a 'General' tab selected. The window title is 'Settings' and the sub-header is 'General'. A 'Mode Selector' is located at the top center, with a callout stating 'Click on either panel to enter a work mode'. Below it, two panels are shown: 'Essential Collaboration' and 'Capital Markets'. The 'Capital Markets' panel is highlighted with a blue border and contains the text: 'Pop out windows and chat lists', 'Tab for external contacts', and 'Accept incoming messages'. Below the panels are settings for Theme (Dark selected), Layout (Condensed selected), Message display (Next to name selected), and several toggle switches for 'Accept/decline chats', 'Activity feed', 'Message sound', and 'Auto-accept connection requests'. At the bottom, there are 'Workspace settings' (Open chats in current tab) and 'Region specific' settings (Language: English). A sidebar on the left lists 'General', 'Notifications', 'Feedback', and 'Meetings'. A 'Custom Presets' section is also present. Callouts on the right side point to 'Theme', 'Condensed Mode', and 'Auto-accept Connections'.

General
Switch modes, hide inactive chats, or change time format and language

Notifications
Customize desktop notifications and sounds

Feedback
Help us improve your experience

Meetings
Adjust default meeting settings for camera, microphone, and audio source

Custom Presets
Customize display settings

Mode Selector
Click on either panel to enter a work mode

Essential Collaboration
Start simple and clean
Tabs for each chat

Capital Markets
Pop out windows and chat lists
Tab for external contacts
Accept incoming messages

Theme
Choose between light and dark mode display

Condensed Mode
See more chats and content

Auto-accept Connections
Automatically accept incoming connection requests

Settings

General

Choose how you work

Theme
 Light Dark

Layout
 Spacious Condensed

Message display
 Next to name Below name
John Doe: Hello John Doe: Hello

Accept/decline chats

Activity feed

Message sound

Auto-accept connection requests

For more customizations, visit [Notifications](#)

Workspace settings

Open chats in current tab

Region specific

Language
 English

Help
[End User License Agreement](#)
[Sign out](#)