

Slack Integration

Roy OS Integration Guide | [READ + WRITE](#)

Overview

The Roy OS Slack integration allows the meeting agent to read channel history for meeting preparation context and post meeting summaries and action items back to your team's channels. The agent acts as a Slack bot that your workspace administrators fully control.

What Roy Can Do in Slack

Capability	Description
Read channel history	Before a meeting, the agent reads recent messages from designated channels to understand ongoing discussions, prior decisions, and team context.
Post meeting summaries	After a meeting, the agent posts a structured summary (key decisions, discussion points) to a designated channel.
Post action items	Action items extracted from meetings are posted to channels with assignees and due dates.

What Roy cannot do: Access DMs, search across the entire workspace, browse the user directory, upload or download files, modify user profiles, or perform any admin operations.

Required Permissions

OAuth Bot Scope	Why It's Needed
<code>channels:history</code>	Read messages from public channels the bot is invited to
<code>groups:history</code>	Read messages from private channels the bot is invited to
<code>channels:read</code>	List which channels the bot is a member of (for the channel selector UI)
<code>chat:write</code>	Post meeting summaries and action items to channels

<code>chat:write.public</code>	Post to public channels the bot hasn't explicitly joined (for broadcast channels)
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Setup Guide

Prerequisites

You'll need Slack workspace admin access and access to your organization's Azure Key Vault.

1 Create a Slack App

Go to api.slack.com/apps → **Create New App** → **From scratch**. Name it "Roy OS" (or your preferred name) and select your workspace.

2 Configure Bot Scopes

Navigate to **OAuth & Permissions** → **Scopes** → **Bot Token Scopes**. Add the five scopes listed above: `channels:history`, `groups:history`, `channels:read`, `chat:write`, `chat:write.public`.

3 Install to Workspace

Click **Install to Workspace** and authorize. Copy the **Bot User OAuth Token** (starts with `xoxb-`). Also note the **Client ID** and **Client Secret** from the Basic Information page.

4 Store Credentials in Key Vault

Add three secrets to your Azure Key Vault:

Secret Name	Value
<code>slack-client-id</code>	Client ID from Slack app
<code>slack-client-secret</code>	Client Secret from Slack app
<code>slack-bot-token</code>	Bot User OAuth Token (<code>xoxb-...</code>)

5 Invite the Bot to Channels

In each Slack channel you want Roy to read from or post to, type `/invite @RoyOS` (or your bot's name). The bot can only access channels it has been explicitly invited to.

6 Verify Connectivity

Roy AI runs an integration smoke test: OAuth flow validation, token exchange, and a test API call to confirm the bot can read and write to at least one channel.

Managing Access

Action	How
Add a channel	Invite the bot to a new channel with <code>/invite @RoyOS</code>
Remove a channel	Kick the bot from the channel with <code>/remove @RoyOS</code> . Immediate effect.
Pause integration	Deactivate the Slack app in api.slack.com. Bot token stops working immediately. Re-activate to resume.
Revoke permanently	Delete the Slack app. All tokens invalidated. Roy OS loses all Slack access.
Rotate credentials	Regenerate client secret in Slack app settings. Update the Key Vault secret. Roy OS picks up the new value automatically.

FAQ

Can Roy read my DMs?

No. The bot only has `channels:history` and `groups:history` scopes, which apply to channels the bot has been invited to. It has no access to direct messages.

Can I limit which channels Roy posts to?

Yes. Roy only posts to channels configured by your team. You can also remove the bot from any channel at any time to stop both reading and posting.

Does Roy store Slack messages?

Channel messages read by Roy are used as context for meeting preparation and may be extracted into memory facts (decisions, commitments). Your organization's data retention policy governs how long memory facts are retained. The original messages remain in Slack under your workspace's retention policy.

How do I rotate credentials?

Go to your Slack app settings → **Basic Information** → regenerate the Client Secret. Then update the `slack-client-secret` value in your Azure Key Vault. For the bot token, reinstall the app to your workspace to generate a fresh `xoxb-` token and update `slack-bot-token` in Key Vault. Roy OS retrieves secrets from Key Vault at runtime — no application restart needed.

Audit trail: Every Slack API call Roy makes is logged (channel ID, action type, timestamp, success/failure) and available in your Azure Log Analytics workspace.