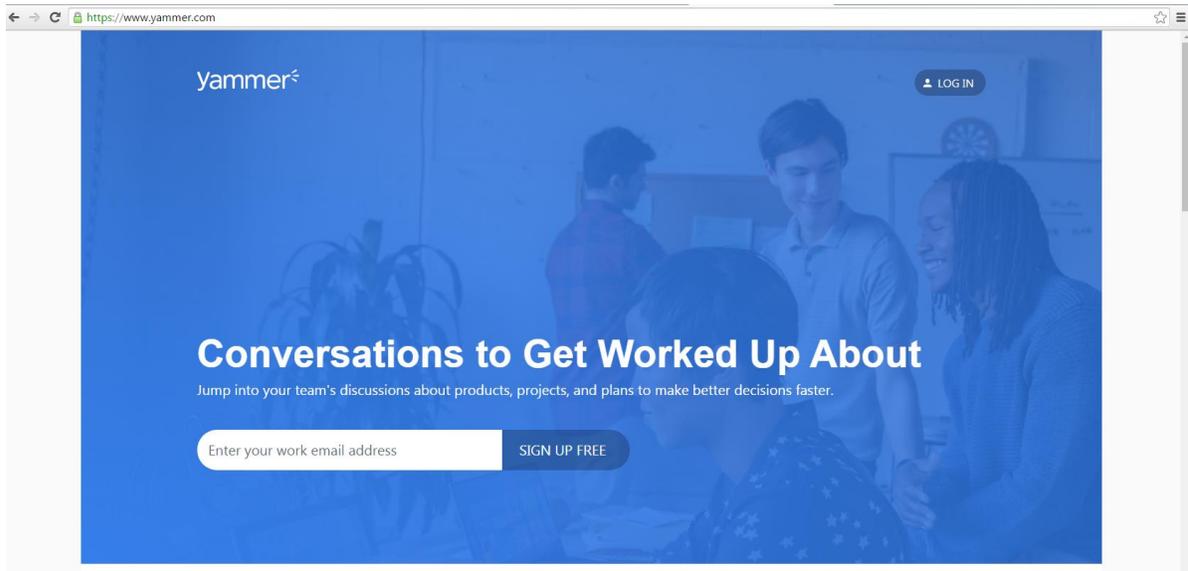# Yammer Fact Sheet

Why do we use Yammer at SPSCC?

Yammer is an online social community that allows our faculty and staff to share internal updates, stories, and have conversations.

New to SPSCC? Create a Yammer Account

1. Open your internet browser and navigate to yammer.com.
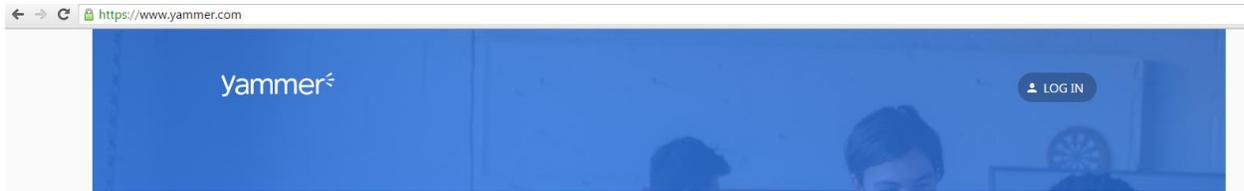2. Enter your work email address into the bar and select "Sign Up Free".

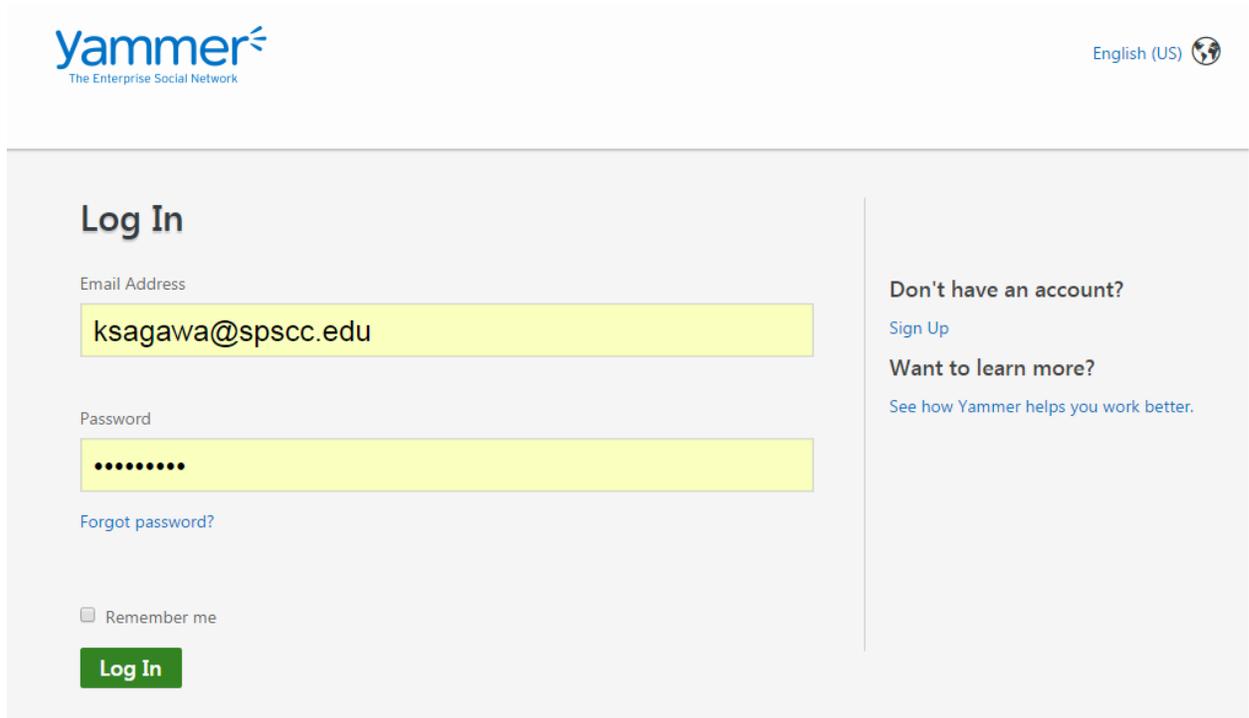3. Check your email once you see this message appear to create a password.

Log into Yammer

1. Open your internet browser and navigate to yammer.com.

2. Enter your log in credentials, then click "Log In".

3. You're in! Follow people, post, comment, join a group, and more—all within our own SPSCC community.

Yammer FAQs

Q: How do I correct something I wrote in one of my posts? A: Unfortunately, you cannot edit a post once it's been posted. You can only delete the post.

Q: I'm seeing a lot of conversations on my Yammer page. Is there a way I can get rid of some of them? A: If you don't want to see specific posts or updates you can hide the thread. Click the ellipses (…) under the post and select "Hide Conversation". Those messages will no longer appear to you unless someone directly mentions or replies to you.

Q: My Outlook mailbox is filling up with Yammer emails. How do stop the madness? A: If you don't want to receive emails about Yammer updates, go to "Edit Settings" (tool icon at the bottom left of the page), then select "Notifications" at the top of the page. Customize your email settings as desired.

Q: I like that we can create groups on Yammer, but some groups are old. How can I delete it? Only the user who created a group can delete it. Contact the creator to delete an out-of-date group.