



Step 0: Signing yourself up at DGMP

The first things you should know when you join the group

<https://mathischeap.com/dgmp>

Welcome to the research group of *discrete geometries of mathematics and physics*. Please carefully follow this instruction with a PC to get yourself involved in this community.

1 Microsoft account

Our group uses Microsoft Teams as the virtual workspace (for online meetings, announcement, etc.). To use Microsoft Teams, you need a Microsoft account:

- You already have a Microsoft account? That is great! Please see Appendix A of this document to check whether the email address of your Microsoft account is professional. If the answer is yes, you can proceed to the next section. Otherwise, please keep reading this section.
- You do not have a Microsoft account yet? No worries. Just keep reading this section.

To sign up a Microsoft account, please visit <https://signup.live.com/> and sign you up with a professional email address, see Appendix A. You can create a hotmail or outlook email during this process for free. It may take quite a bit time, but it is worthy of it.

2 Microsoft Teams

Once you secure your Microsoft account, visit

- <https://www.microsoft.com/zh-cn/microsoft-teams/group-chat-software>

to install Microsoft Teams in your PC and login with your Microsoft account. Then you can send an email from the email address of your Microsoft account to

- zhangyi_aero@hotmail.com

together with a portrait of you. You will later be invited to the DGMP community in Microsoft Teams and the portrait will be used for your tag at the main page of the DGMP. **Please feel free to let me know if you do not want to have your portrait shown on the webpage.**



3 About internal communications

I understand that nowadays most people here use real-time communication apps like WeChat, QQ, etc. But I believe, for academic purpose, this is not the best way. In DGMP, we prefer to **physically face to face communication**. And when that is not available, please

- for regular communications, use email (higher priority) or chat in Microsoft Teams.
- for urgency or emergency that deserves an immediate response, use WeChat, QQ, message or phone call.
- for (not work-related) personal communications, use WeChat, QQ, message or phone call.

4 Others

4.1 Language

We try to use English as much as possible. That means we encourage you to read English books and literature and to write in English. And for graduate students, prepare yourself for English presentation.

4.2 Announcement

Information will be announced on our main page <https://mathischeap.com/dgmp> and in our Microsoft Teams community.

A Appendix: Professional email address

Although most Chinese do not use email for daily communication, emailing is the global approach. You will need it when you, for example, try to publish your first paper. You'd better have a professional one. The bad ones are like:

- 536770287@qq.com (×)
- aassfttghjt@163.com (×)
- ilovexxx@yahoo.com (×)

And good/professional ones are like:

- yourname@hotmail.com ✓
- yourname_math@hotmail.com ✓
- yourname_math@outlook.com ✓