BLoc Slack Workbench extraction guide

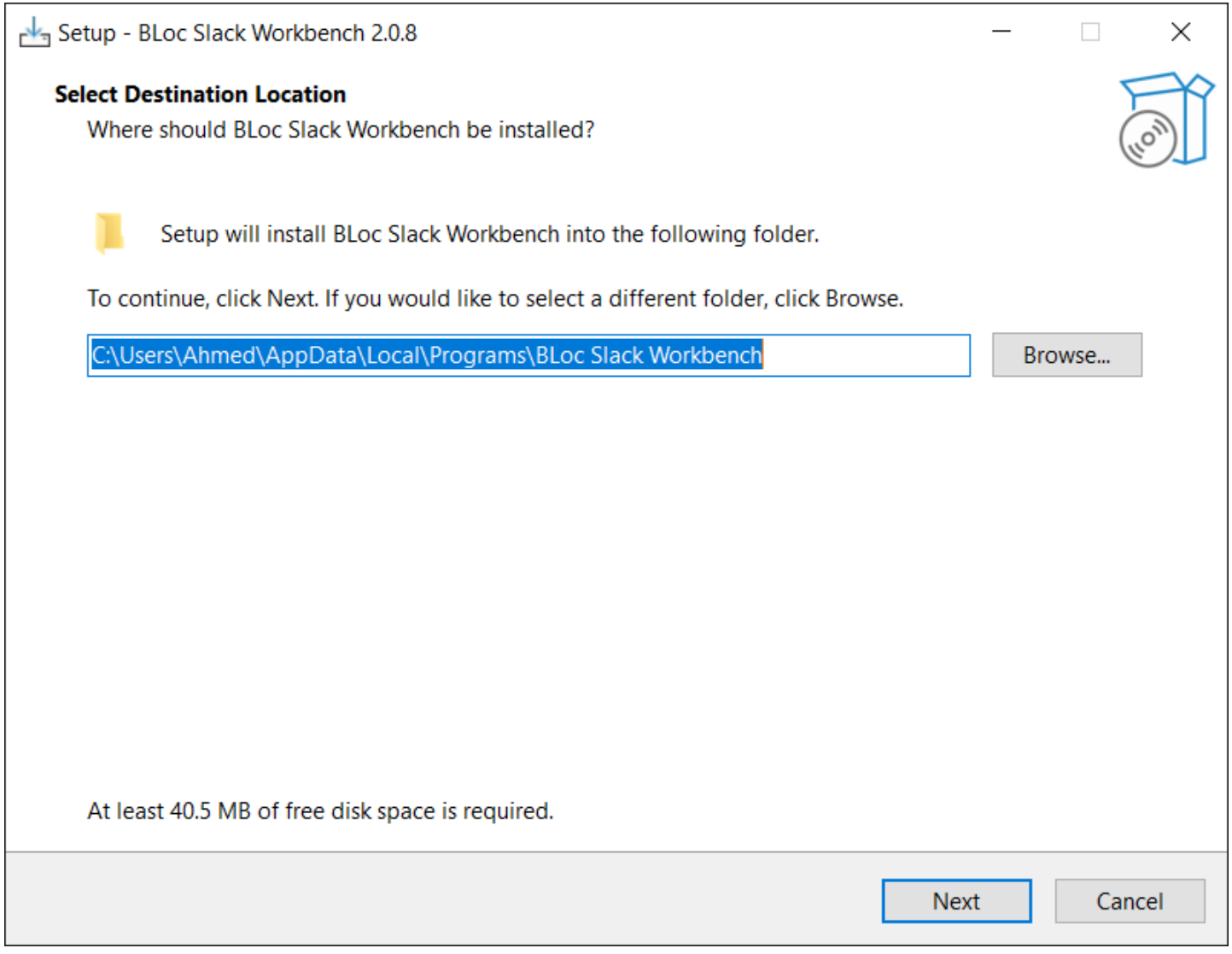
For BLoc Slack Workbench 2.0.8. Use this guide to understand the email and document extraction screens. The pictures use fictional Northstar sample files; the files are in the Samples folder that comes with these guides.

Before you start and open the app

You need a Windows computer, the License ID and an Activation code, internet for the first activation, and a current Slack browser session token (a Slack d cookie may also be needed). Large workspaces can take hours, and attachments can need a lot of disk space.

Open the downloaded ZIP (BLoc Slack Workbench 2.0.8.zip) and double-click BLoc Slack Workbench Setup 2.0.8.exe. It installs the program for your Windows user only and does not ask for administrator rights. Click Next (keep the suggested folder), choose Create a desktop shortcut if you want one, then Install and Finish. If Windows shows Windows protected your PC, click More info, then Run anyway; the setup is not code-signed yet. Start BLoc Slack Workbench from the Start menu or the desktop shortcut. To update later, run the setup of the new version: your activation and settings stay. To remove the program, use Windows Settings > Apps > Installed apps, or Uninstall BLoc Slack Workbench in the Start menu.

Before you start and open the app screen detail



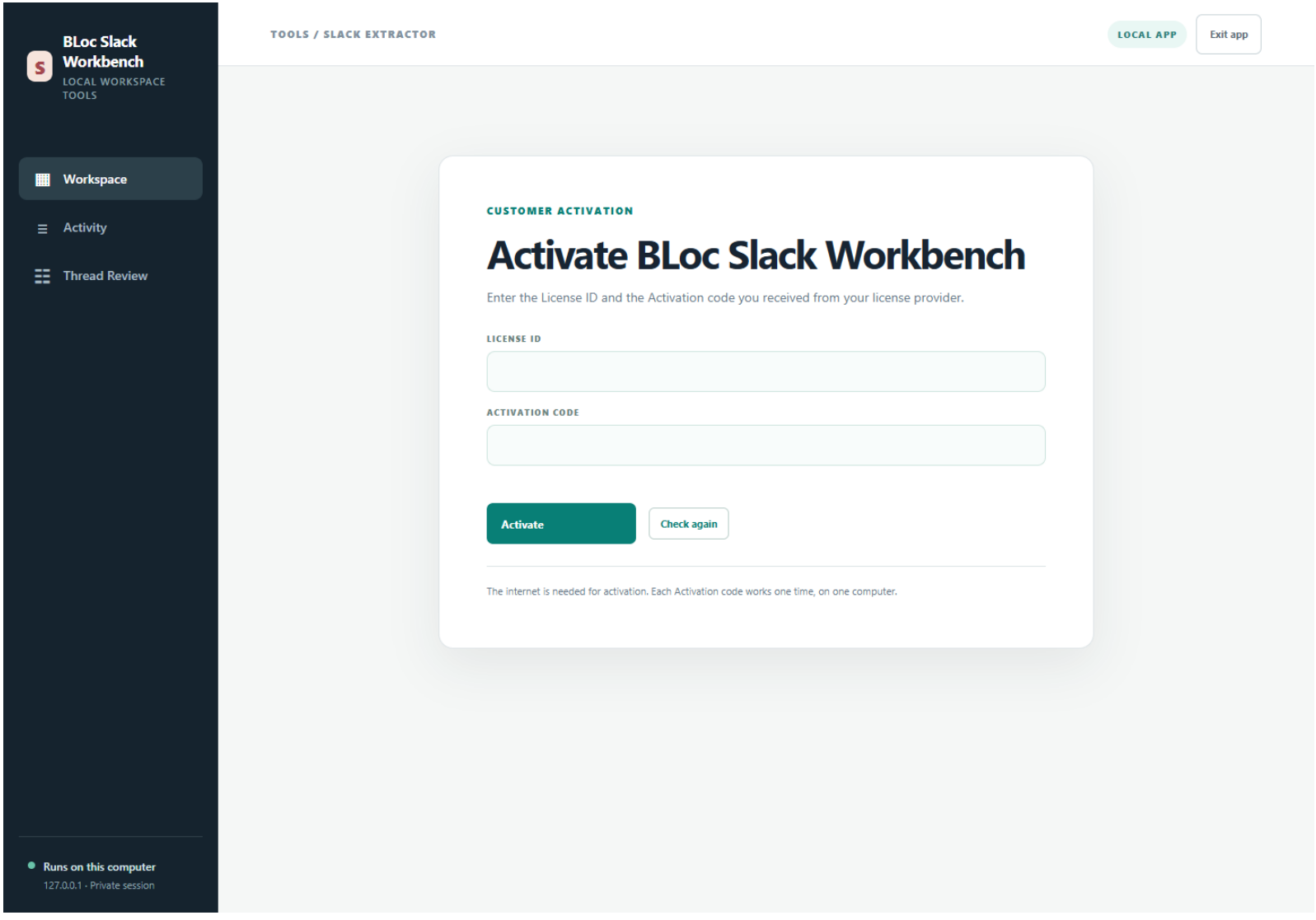
Setup 2.0.8: the first window (Select Destination Location) - Original capture.

When it starts, the page opens in your browser and no Command Prompt window stays open. The local port can change each time. The app listens only on this computer (127.0.0.1).

Activate this computer

On the first start the page shows Activate BLoc Slack Workbench. Enter the License ID and the Activation code you received, then choose Activate while the computer is connected to the internet. Each Activation code works one time, on one computer. Check again checks the license at once.

Activate this computer screen detail



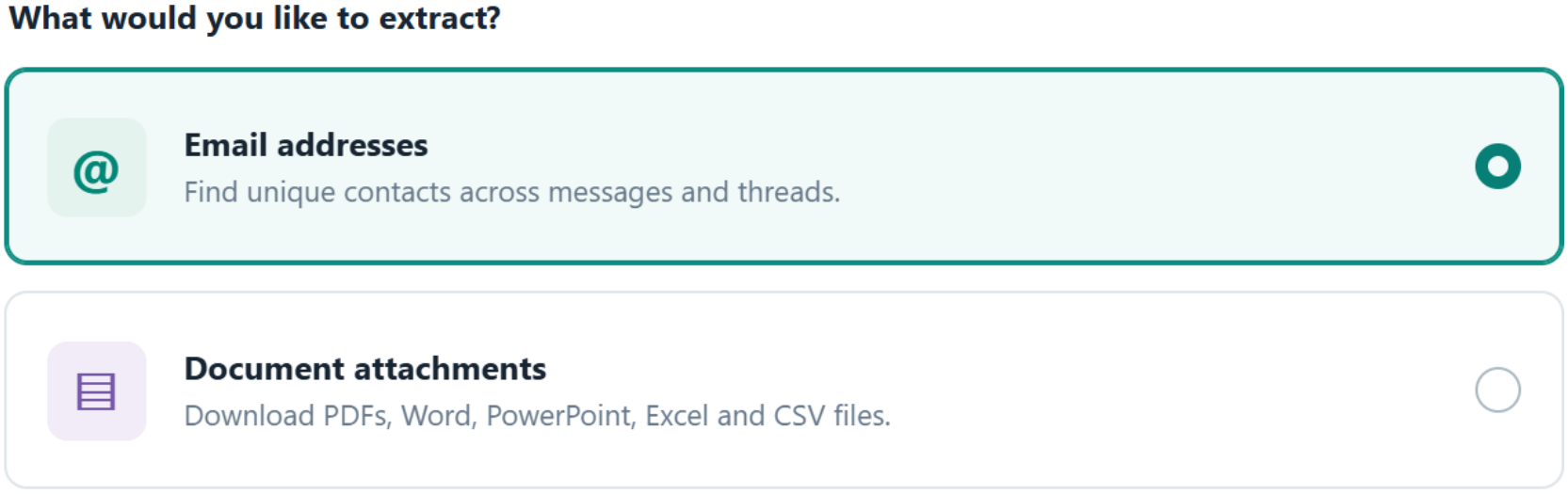
Activation on a computer that is not activated yet (version 2.0.6) - Original capture.

Choose the information to extract

Select one extraction mode before entering the Slack connection details. The Northstar sample project concerns an instructor onboarding programme with teaching, digital classroom and accessibility workstreams.

- Email addresses selects contact discovery across messages and threads. It does not send email.
- Document attachments selects supported document downloads. This changes the form to include Attachment year.
- Slack token is required. Enter a token belonging to the workspace you are authorized to use. Treat it as a password.
- Show token changes only whether the field is readable on screen. Hide it before capturing a screenshot.
- Slack cookie is optional and may be needed for the session being used. Show cookie has the same visibility purpose as Show token.
- Save to folder identifies the local output location. Choose an existing dedicated folder, or leave it blank to use Desktop. Email results are saved as slack_emails.csv; documents go into Slack_Output.
- Start extraction submits the chosen extraction request. A successful local form check is not proof that Slack accepted the credentials.

Choose the information to extract screen detail



Choose the information to extract - Original capture.

Choose the information to extract screen detail

Slack token *

Paste your current session token Show

Slack cookie OPTIONAL

Paste the d cookie if needed Show

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03 Output

Save to folder

Leave blank to use your Desktop

Use an existing folder on this computer. Email results are saved as `slack_emails.csv`; documents go into `Slack_Output`.

Start extraction ↗

Long runs continue while this page stays open. You can return to this page during the same app session.

Choose the information to extract - Original capture.

Filter document attachments by year

Choose Document attachments for PDF, Word, PowerPoint, Excel and CSV documents. Attachment year narrows the request to the chosen year. The screenshot uses 2026. Change it to match the material being collected.

- Attachment year is relevant to document mode; it is absent from email mode.
- The same token, cookie and output-folder controls apply. Recheck the destination before starting a large download.
- The screenshot documents the configured form only. No attachment was downloaded from Slack during this exercise.

Filter document attachments by year screen detail

What would you like to extract?

Email addresses
Find unique contacts across messages and threads.

Document attachments
Download PDFs, Word, PowerPoint, Excel and CSV files.

02 Slack session

Enter a current Slack session token and, if required, its `d` cookie. They are used only for the active run and are not saved by this app.

Slack token *

Paste your current session token Show

Slack cookie OPTIONAL

Filter document attachments by year - Original capture.

Filter document attachments by year screen detail

Slack cookie OPTIONAL

Paste the d cookie if needed Show

03 Output

Attachment year

2026

Files are filtered by their Slack timestamp in UTC. Other years use separate output folders.

Save to folder

Leave blank to use your Desktop

Use an existing folder on this computer. Email results are saved as `slack_emails.csv`; documents go into `Slack_Output`.

Start extraction ↗

Long runs continue while this page stays open. You can return to this page during the same app session.

Filter document attachments by year - Original capture.

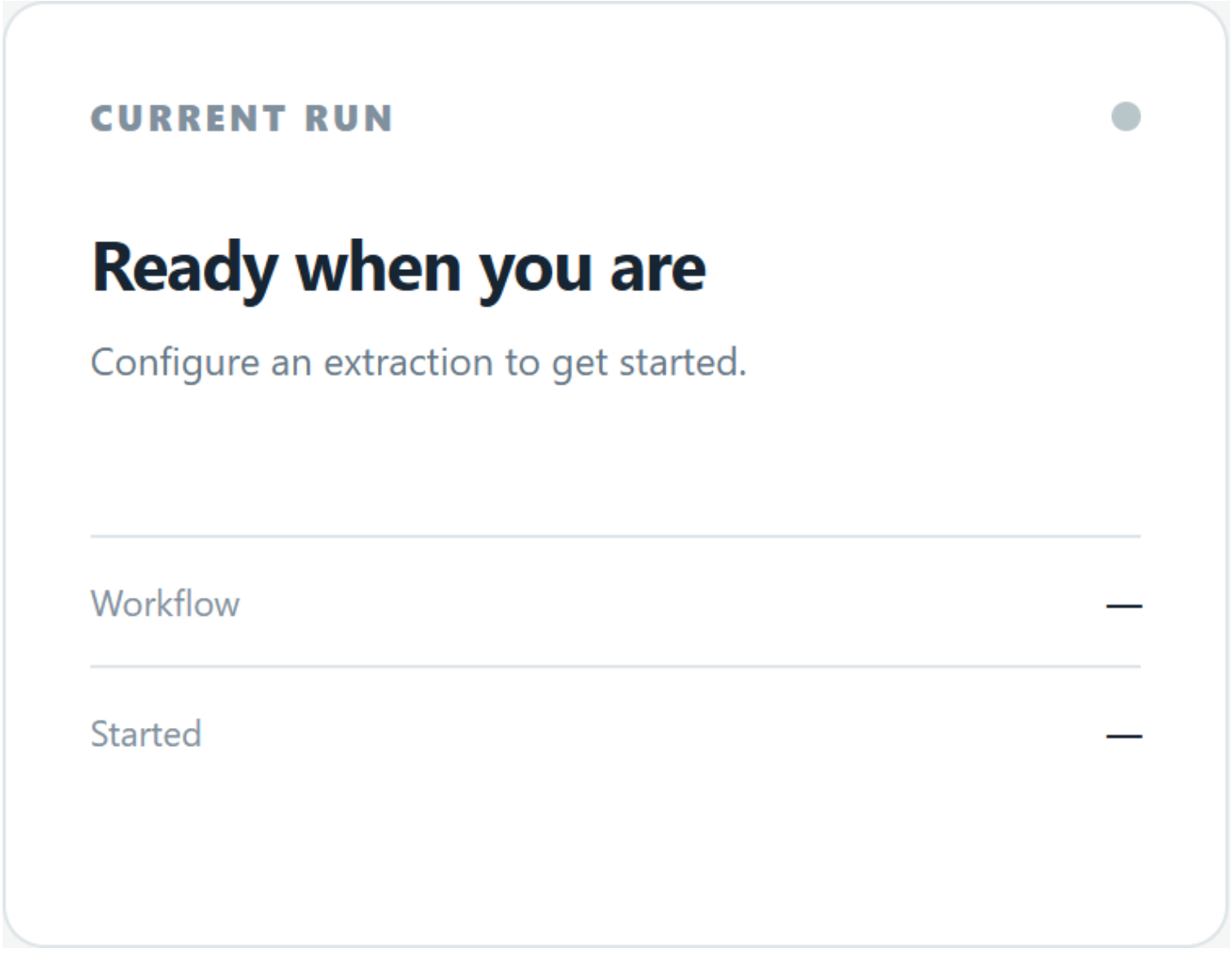
Read status and activity

The status card reports the current extraction state. Activity records progress information. Read both after starting a run; a ready state means that no extraction is running.

- Workspace returns to the extraction area.
- Activity opens the run log area.
- Thread Review is not covered in this guide.
- Exit app closes the local application. Save required outputs first.

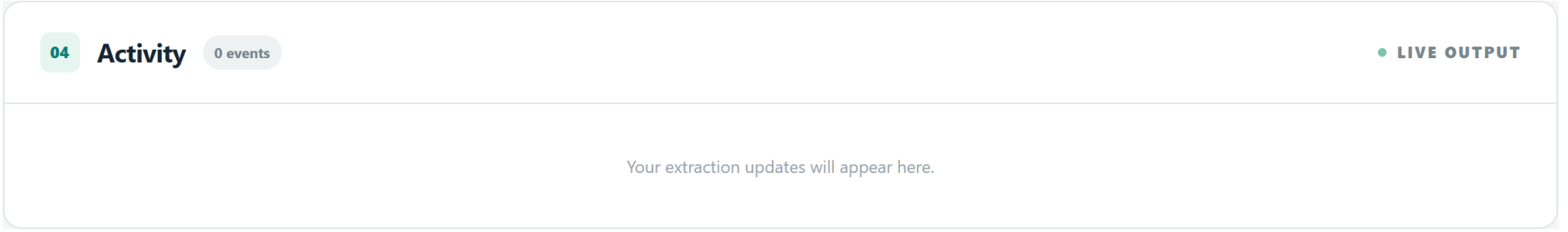
The pictures show the idle state, before a run starts.

Read status and activity screen detail



Read status and activity - Original capture.

Read status and activity screen detail



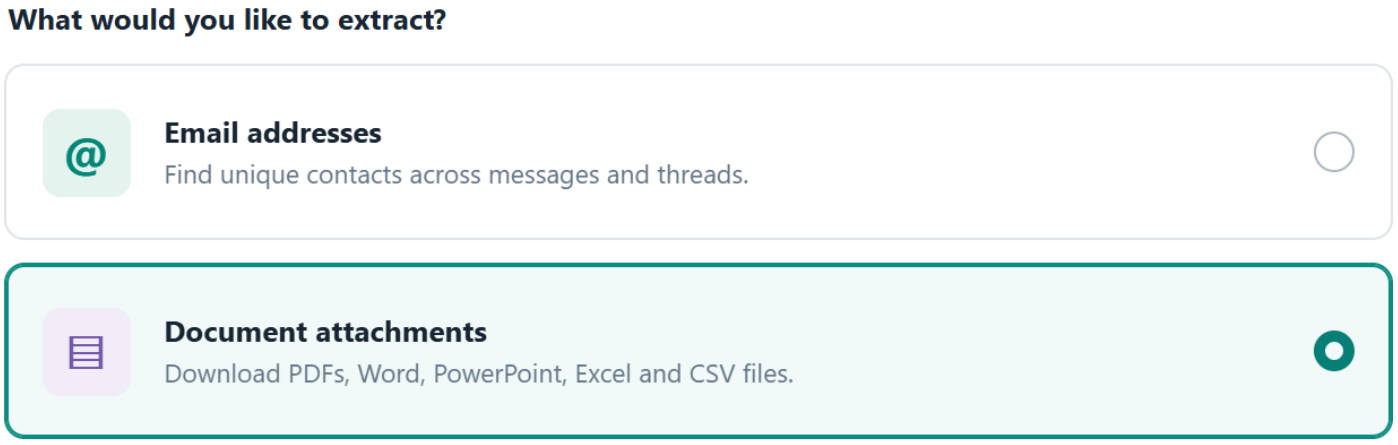
Read status and activity - Original capture.

Handle missing connection information

Submitting the form with the required token empty produces a validation message. Supply the missing field before retrying. This demonstration did not contact Slack.

If a real connection fails, read the reported error and confirm the workspace, session credentials and folder access. Do not repeatedly retry a rejected credential or publish credentials in a support screenshot.

Handle missing connection information screen detail



Handle missing connection information - Original capture.

Handle missing connection information screen detail

Slack cookie OPTIONAL

Paste the d cookie if needed Show

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03 Output

Attachment year

2026

Files are filtered by their Slack timestamp in UTC. Other years use separate output folders.

Save to folder

Leave blank to use your Desktop

Use an existing folder on this computer. Email results are saved as `slack_emails.csv`; documents go into `Slack_Output`.

Enter your Slack token to start.

Start extraction ↗

Long runs continue while this page stays open. You can return to this page during the same app session.

Handle missing connection information - Original capture.

Use the supplied local sample

The sample folder contains Northstar_Project_Threads.json with 30 fictional messages organized into five threads. It supports the separate Thread Review walkthrough. It is authored input, not a Slack export and not evidence that extraction succeeded.

The fictional topics are launch approval, workshop capacity, terminology, accessibility and support escalation. Links use a fictional Slack workspace and should not be opened. Actual local review results are stored under Samples/Slack/outputs.

Run, results and continuing

- Paste the token into Slack token and, if your session needs it, the d cookie into Slack cookie (with or without d=). Use current values, not ones saved in an old file. The app clears both fields after a successful start and does not save them.
- Choose Email addresses or Document attachments. Leave Save to folder blank for your Desktop, or enter an existing folder you can write to. Attachments use a year (UTC), 2026 by default.
- Email addresses scans accessible channels, direct messages and threads in three passes (last 90 days, full history, final retry) and writes slack_emails.csv with name and email. Internal domains and junk patterns are skipped.
- Document attachments downloads PDF, Word, PowerPoint, Excel, CSV, RTF and TSV files for the chosen year into Slack_Output\attachments (or Slack_Output_<year>\attachments for another year), skipping notification and bot channels.
- Only one extraction runs at a time. Closing the browser tab does not stop it. Stop run stops the extraction; Exit app closes the app and stops an active run at its last saved checkpoint.
- To continue, keep the output and progress files, use the same folder and year, enter a current Slack session and start the same workflow again. The email progress file is removed when the run completes; the attachment progress file stays so later runs skip finished items.
- Use Open output folder after the folder exists. Email runs also offer Download CSV; during a long run the CSV can be partial.

Troubleshooting

- The page does not open: start Slack_Extractor.exe again. If it still fails, send %APPDATA%\BLoc\slack-service\startup.log to BLoc support.
- The activation page stays open: check the License ID and the Activation code. A used code, a license that was turned off or has ended, or a computer removed from the license stays on this page. If asked, connect and select Check again.
- Authentication failed or expired: sign in to Slack again, take current session values and start the same workflow to continue.
- Output folder rejected: choose an existing folder your Windows account can write to, or leave it blank for the Desktop.
- Slow or rate limited: check Activity; the app retries and saves progress, so a quiet moment does not mean the run has finished.
- Some files or channels are missing: check your Slack permissions and the date, file type and channel filters. The app cannot read more than your Slack account can.
- A Slack token and cookie give access to a Slack account. Never put them in documents, screenshots, files or messages.