



# MISSISSIPPI STATE UNIVERSITY

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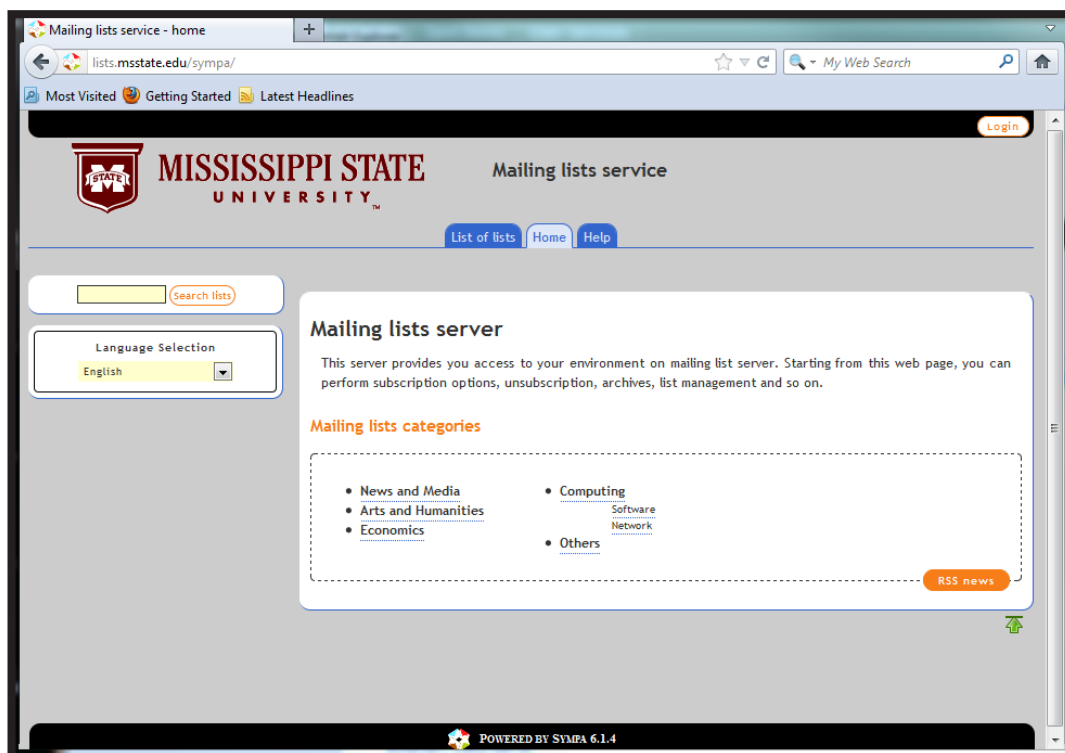
*Information Technology Services*

March 2012

## FYI@its.msstate.edu Subscribing to the ITS listserv

Information Technology Services has a mailing list, FYI@its.msstate.edu, that keeps you informed on the status of the MSU network and other information technology events and issues. This listserv provides information regarding imminent or ongoing unplanned outages, service interruptions, virus alerts, and other activities within ITS. To receive email from this voluntary mailing list, you need to subscribe.

1. Open your internet browser and go to **lists.msstate.edu**.





2. Select the **List of lists** tab.

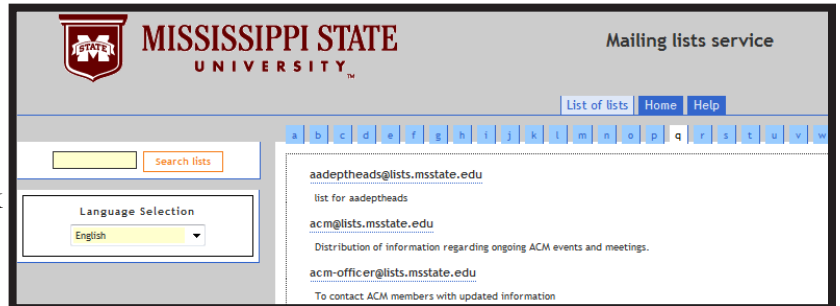


3. There are two methods of accessing the FYI mailing list.

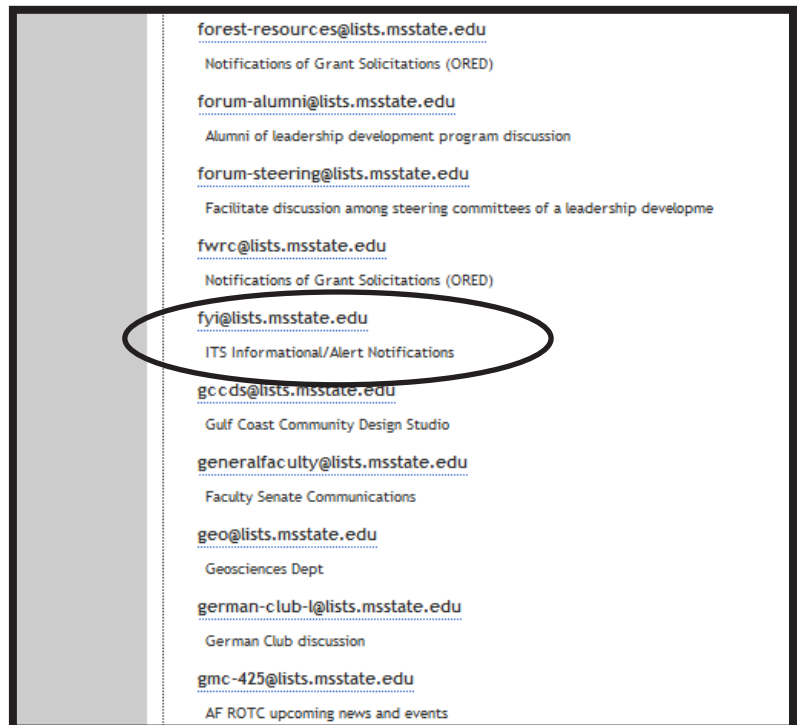
Type **FYI** into the search field and click **Search lists**.

or

Select the **f** tab, which brings up the mailing lists beginning with the letter f.



4. When the list appears, click the list name.





5. The information about the list indicates that you will need to send an email to *sympa@lists.msstate.edu* and in the body of the email type “subscribe fyi”.

If you are a member of the list, send and email to the same address and in the body of the email type “unsubscribe fyi”.

6. Your email address will be added to the list and you will receive messages from the list.

The screenshot shows an email interface for the list *fyi@lists.msstate.edu*. The header includes the list name and "ITS Informational/Alert Notifications". A section titled "private information" contains the following text:

List Description: ITS Informational/Alert Notifications

To subscribe send "subscribe fyi" in the body of an email message to *sympa@Lists.MsState.Edu*.

To unsubscribe send "unsubscribe fyi" in the body of an email message to *sympa@Lists.MsState.Edu*.

To find out more about *sympa* send "help" in the body of an email message to *sympa@Lists.MsState.Edu*.

CONTACT INFORMATION

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