How do I subscribe to your listserv?

- Search for: LIST.VANDERBILT.EDU
- Then you are on the listserv main page (not logged in yet)
- Click on the listserv email that you want to subscribe to (SPA-TRAINING – found on 2nd page)
- Click on “Subscribe” on the right-hand side of screen
- Fill in the Name, Email Address, and Select List, & Type then click on the “Subscribe (SPA-TRAINING)” button
- You will get an email confirming your subscription along with instructions (see below)

Once you are subscribed, here is some important information about your new subscription, which we recommend that you preserve for future reference. Having this information available will make it easier to recognize all the lists to which you are subscribed and in case you want to unsubscribe or temporary disable mail delivery.

* The name of the list: SPA-TRAINING

* The LISTSERV host name: LIST.VANDERBILT.EDU

* Your subscribed address: your name & email

The following email addresses are used for the specified purposes:

* To send an email to the list: SPA-TRAINING@LIST.VANDERBILT.EDU

* To contact the list owner: SPA-TRAINING-request@LIST.VANDERBILT.EDU

* To send commands to the LISTSERV server: LISTSERV@LIST.VANDERBILT.EDU

* To unsubscribe from the list: SPA-TRAINING-signoff-request@LIST.VANDERBILT.EDU

The following URLs may also be useful:

* The list home page: HTTPS://list.vanderbilt.edu/scripts/wa.exe?A0=SPA-TRAINING

* The list subscription page: HTTPS://list.vanderbilt.edu/scripts/wa.exe?SUBED1=SPA-TRAINING

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* SETTING A SERVER-LEVEL PASSWORD *

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If you do not already have a password for the LIST.VANDERBILT.EDU server, we recommend that you set one now. A LISTSERV password is linked to your subscribed address (user specific) and is valid for all lists to which you are subscribed on the LIST.VANDERBILT.EDU server. The same password can be used for email commands as well as for access to the web interface for the lists to which you are subscribed.

To set your password for this server, visit: HTTPS://list.vanderbilt.edu/scripts/wa.exe?GETPW1=.
Subscription settings and preferences can be set using LISTSERV's web interface. Once you have set a server password as explained above, you may log in and set your preferences at: HTTPS://list.vanderbilt.edu/scripts/wa.exe?SUBED1=SPA-TRAINING.

You may leave the list at any time by sending a SIGNOFF SPA-TRAINING command to: LISTSERV@LIST.VANDERBILT.EDU, or by sending a blank email to: SPA-TRAINING-signoff-request@LIST.VANDERBILT.EDU.

You can also tell LISTSERV how you want it to confirm the receipt of messages that you send to the list. To send yourself a copy of your own messages, send a SET SPA-TRAINING REPRO command. Alternatively, to have LISTSERV send you a short acknowledgement instead of the entire message, send a SET SPA-TRAINING ACK NOREPRO command. Finally, you can turn off acknowledgements completely with the SET SPA-TRAINING NOACK NOREPRO command.

More information on the tools and options available for list subscribers may be found in the official L-Soft online documentation at: http://www.lsoft.com/resources/manuals.asp.