

Login Required

Please enter your email address and either your Central IT Services password or LISTSERV password if you do not have a University of Manchester email address and click on the "Log In" button. If this is the first time you see this prompt, or if you have forgotten your password, you will need to [get a new LISTSERV password](#) first.

Email Address:

Password:

I send messages to various Listserv mailing lists. Will anything change for me?

No. The email address for the list will remain the same.

If I want a new mailing list, I have to fill the form out online. Will this change?

No. You will still request new mailing lists in the same way. Once all the details are logged and checked, the new list will be created.

I'm a member of a mailing list which has an archive of previous messages. Will they still be available?

Yes. We are transferring all the list information and archives to the new service and you'll be able to view the archives as before.

List Management dashboard

List Management • Subscriber's Corner • Email Lists

List Management Dashboard

Select List:

Search Options

Show Lists:

Dashboard for your.name@manchester.ac.uk

Technical Support

Technical support has been enabled. If you encounter problems with your lists, you can contact the server administrator by clicking on the life buoy icon.

Once you click on this icon, an email message opens. Enter any information describing your problem. Please be as detailed as possible.

List Name	Subscribers	Send	Subscription	Log: Subscribe	Log: Signoff	Log: Post
DEV-TEST [Configure]	5 [View]	Private [Edit]	By [Edit]	[+]	[+]	[+]
ITS-STAFF-TEST [Configure]	0 [View]	Private [Edit]	By Owner, Confirm [Edit]	[+]	[+]	[+]

I manage a number of mailing lists. What will change for me?

The main difference you'll notice immediately, is that you'll use your **University email address** (not username) and **password** to login to Listserv.

Once you've logged in you will see a summary of all the lists you own.

You can then change the list you want to update by clicking on the **'Configure'** link.

List owners will see an updated configuration screen when using the new system.

List Configuration screen

List Management • Subscriber's Corner • Email Lists

List Configuration (ITS-STAFF-TEST)

Select List: ITS-STAFF-TEST ITS Staff Test List

Descriptions Access Control Distribution Error Handling List Maintenance Security Subscription Other

Descriptions

List settings available on this page: List Title | List Description | HTML Description

Keyword Complete List Header

List Title: ITS Staff Test List

List Description:

Delete List Description

HTML Description:

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*
* ITS Staff Test List
*
* HH ON
* Misc-Options= UTFR_HEADER
* Subscription= By_OwnerConfirm
* Owner=
  Daniel.Insobe@manchester.ac.uk;rick.kruse@manchester.ac.uk
* Send= Private
* Ack= Yes
* Release= Owners
* Notebook= No
* Change-logs= Yes
* Notify= No
* Attachments= Yes
* Confidential= Yes
* Mail-Merges= Yes
* HH OFF
  
```

More information

Further details on how the upgrade is progressing will be posted on the IT Service Notification System.

IT Services

www.itservices.manchester.ac.uk