

## **MDE-NEWS@LISTSERV.MICHIGAN.GOV LISTSERV**

A new MDE-Newsletter LISTSERV is now available to distribute the MDE Newsletter 'Education Connection' and general announcements.

To join the LISTSERV, all that one must do is:

- 1.) Send an email message to [LISTSERV@LISTSERV.MICHIGAN.GOV](mailto:LISTSERV@LISTSERV.MICHIGAN.GOV)
- 2.) In the subject field, type SUB MDE-NEWS. Please note the space between SUB and MDE-NEWS
- 3.) In the message body, type SUBSCRIBE MDE-NEWS Your Name  
Be sure to type **Your Actual Name** in the above line with your name.  
For example, SUBSCRIBE MDE-NEWS John Doe.  
Send E-mail.

You should receive an email from LISTSERV asking you to reply to the message to complete your subscription. The purpose of this email is to confirm your request to be added to the list. You will then receive a second email notifying you that you have been added to the MDE-NEWS LISTSERV that will also include information on how to use the LISTSERV service. You may unsubscribe from the list at any time by sending a "SIGNOFF MDE-NEWS" command to [LISTSERV@LISTSERV.MICHIGAN.GOV](mailto:LISTSERV@LISTSERV.MICHIGAN.GOV).

Please pass along this information to colleagues that may be interested in joining this list. If you have any difficulty in subscribing, please send an email to [headd@michigan.gov](mailto:headd@michigan.gov).

