Listserv - Steps to Create a Listserv List

Describes how to create a listserv.

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Overview

This document explains options for requesting the creation of a new listserv list at Syracuse University.

Instructions

Go to the Web page Listserv and click on the link to create a new listserv list.

Help

⚠️ List owners are responsible for all questions from list members

- The Listserv web page has links to useful information.
- List members should contact their list owner(s) for help at <listname-request@listserv.syr.edu>. For example, if the listname is "clocks", send email to <clocks-request@listserv.syr.edu>. If you need help contacting the owner, please contact the ITS Service Center by email at help@syr.edu or by phone at 315-443-2677.
- List owners may receive help by sending email to help@syr.edu or contacting the ITS Service Center at 315-443-2677.

Sources and Relevant Link

Listserv