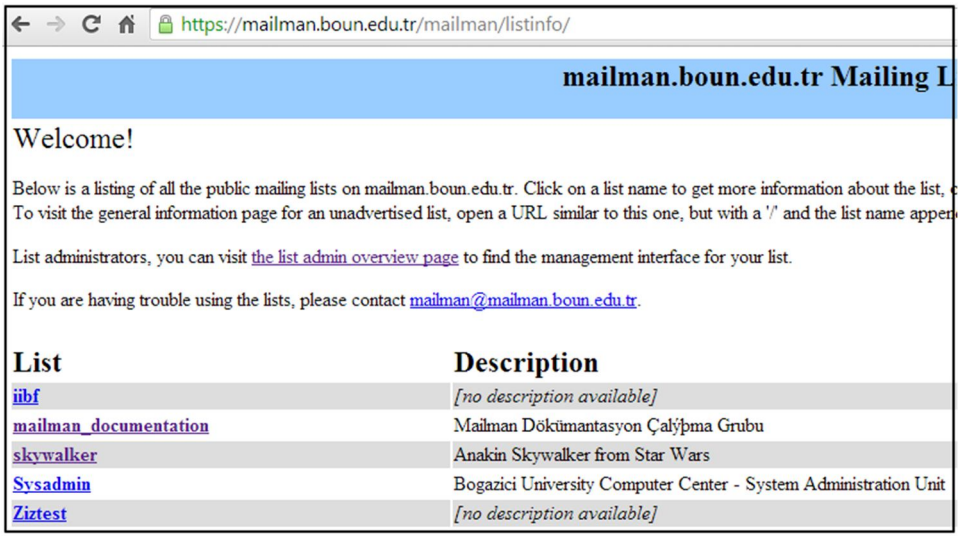
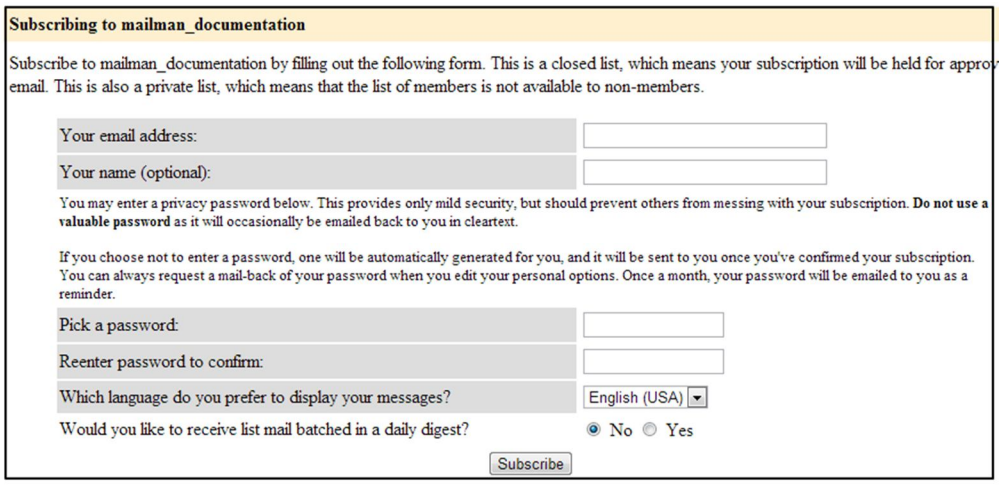
MAILMAN Interface Usage Information for List Members

1) List membership;

- From the address https://mailman.boun.edu.tr/mailman/listinfo click on the list you are a member of.



- You can apply to a list, you are not a member of, by filling in your name and your e-mail address in the relevant parts under the section **Subscribing to LIST-NAME** and sending it.



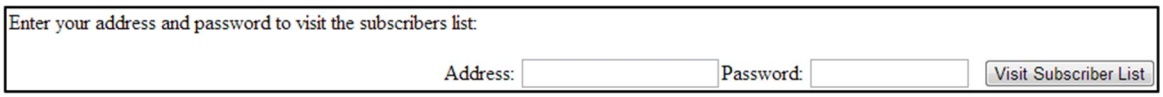
- You can also select the language you would prefer to use for correspondence in the same area.

- If you want to receive the messages sent not one by one but as a daily batch, the option below must be selected as **Yes**.

- After entering all of the above you can click on the, **Subscribe** button and complete your membership application.

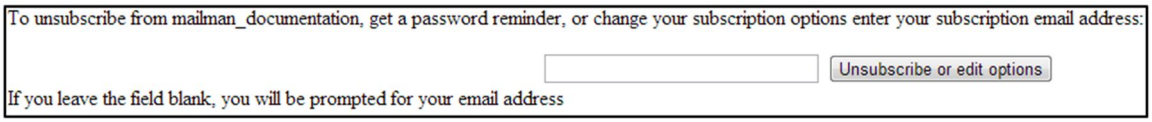
2) Seeing the list of the members;

- If the list settings were made to facilitate to see the other list members, by entering your e-mail address you have given during your application and your password you can see a list of the members.



3) To unsubscribe;

- To unsubscribe or change your list membership settings you have to enter your e-mail address.



4) Page properties;

- **Description of the List:** If a detailed description was provided by the list administrator, these can be accessed in the related section **About LIST-NAME**.
- **Language Option:** If, for a list, more than one language option is provided, the language preferred for the interface can be selected from the top, right corner of the page. If no option for the interface language is permitted, the standard language used for the interface is in Turkish.
- **List archive:** In order to browse messages that have already been sent to the list, click on the link in the sentence, **"To see the collection of prior postings to the list, visit the LIST-NAME Archives."**
- **List address:** In order to send a message to the list an address similar to **LIST-NAME@list.boun.edu.tr** must be entered.