

Configuring an Announce List to send from non-owner addresses

When a message is sent to an Announce list, an email is returned that provides a verification web link that must be followed before the message is released to the subscribers of the list. Initially, the list is configured so that only the list owner can send to the list. If you would like to send from addresses other than your list owner address, you must add the other sending addresses to the list configuration. There are two list configurations based on the verification email delivery.

To begin, go to <https://list.vanderbilt.edu/> and log in to LISTSERV:



Login Required

Please type your *full* email address, as in: *henry@somewhere.com*.

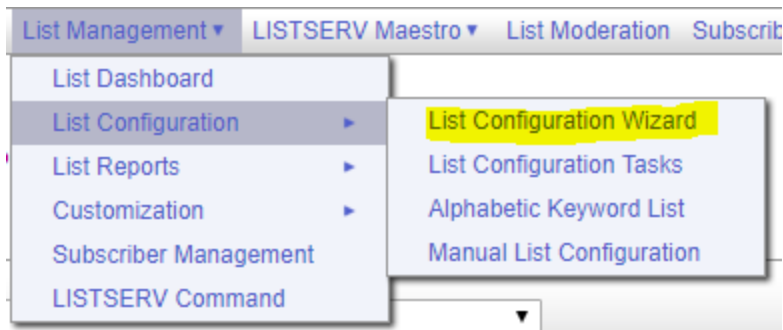
Login Required

Please enter your email address and your LISTSERV password 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:

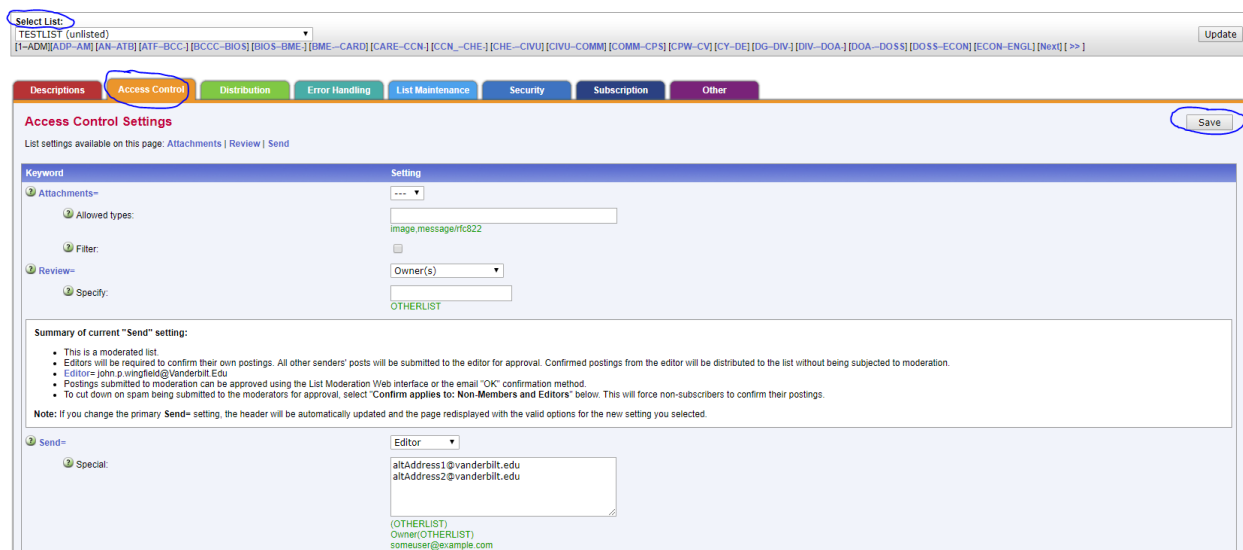
Next, from the List Management menu select List Configuration, then List Configuration Wizard



Verification email delivered to list owner's address

If you wish to have the verification email returned to the sending address, skip to the next section.

1. If you own more than one list, select your list.
2. Click on the Access Control tab and in the Send= Special: box enter the address(es) you wish to send from.
3. Click on the Save button at the top right.



For additional configuration options for an Announce list, please read section 4.1 One-Way Announcement Lists of the Introductory List Owner's Manual.