



National Association of Judiciary Interpreters & Translators
2002 Summit Blvd ▪ Suite 300 ▪ Atlanta, GA 30319
Tel: 404-566-4705 ▪ Fax: 404-566-2301 ▪ www.najit.org

NAJIT LISTSERV USER INSTRUCTIONS

OPTING OUT OF THE LISTSERV

To facilitate the work of our volunteers who will manage the listserv, all individual NAJIT members will be automatically enrolled. To opt out, or unsubscribe, click on the link [URL] at the end (footer) of each message. It reads: "To unsubscribe click here: [URL is provided.]"

CONTRIBUTING TO THE LISTSERV (posting a message or replying to one)

To contribute to the listserv, do one of the following:

1. Hit reply to a message, or
2. Send a new message or thread to the listserv addressed to najitlistserv@lyris.dundee.net.

DELIVERY OPTIONS

You can manage how messages are received via email. Your options are:

1. **Mail:** Messages are sent as they are contributed (this is the default setting).
2. **Digest:** One message with all contributions for that day.
3. **Mimedigest:** One message with a link to each of the contributions for that day.
4. **Index:** One message with only the subject lines for the contributions for that day
5. **Nomail:** No mail from the listserv, but not unsubscribing.

To change your distribution settings, send an empty email (one with no contents or subject line) to the corresponding address. **Note: You must send the email from the email address that is subscribed to the listserv.**

1. **Mail:** mail-najitlistserv@lyris-mb.dundee.net
2. **Digest:** digest-najitlistserv@lyris-mb.dundee.net
3. **Mimedigest:** mimedigest-najitlistserv@lyris-mb.dundee.net
4. **Index:** index-najitlistserv@lyris-mb.dundee.net
5. **Nomail:** nomail-najitlistserv@lyris-mb.dundee.net

The listserv will automatically change your delivery option.

ACCESSING ARCHIVES

The archive of messages exchanged (forum), can be accessed via the following link: <https://slm-lyris-mb.dundee.net/read/?forum=najitlistserv>



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RE-SUBSCRIBING TO THE LISTSERV

If you opted out of the listserv and wish to re-subscribe, send an email to subscribe-najitlistserv@lyris-mb.dundee.net.

You will receive an email with a link to confirm your request. The listserv administrators will receive a notification to add you. Your subscription will not go into effect until a list administrator approves your subscription.

MODERATORS

The listserv will be moderated by Christina Courtright and Bethany Korp, who served in this capacity on the old listserv.