Quick Tips: Mailman

Bryn Mawr College uses a piece of software called Mailman for our list-serves. We have a mix of announcement and discussion lists, some of which are moderated, and others of which are unmoderated or "open". All configuration changes to Mailman lists can be made via the Web interface by the list owners themselves. You can subscribe to or manage mailing lists at http://mailman.brynmawr.edu.

Subscribing to a List

1. Go to mailman.brynmawr.edu and choose Subscription Page.
2. Click on the list you want to subscribe to.
3. Fill out the subscription form.
   a. **Note:** If the list is a closed list, you will have to wait for owner or moderator approval before you are subscribed to the list.

Retrieving a Password

All list members have been provided with a password. If you have never received a password or unsure of what your password is, follow the instructions listed below:
1. Go to mailman.brynmawr.edu and choose Subscription Page.
2. Click on the list you are subscribed to.
3. Go to section for Subscribers and enter your subscription email address and click on Unsubscribe or Edit Options.
4. Under Password Reminder, click on the Remind button to have your password emailed to you.

See a List of Other Subscribers.

5. Go to mailman.brynmawr.edu and choose Subscription Page.
6. Click on the list you want to query.
7. Under the section for Subscribers, enter your address and password and click Visit Subscriber List.
   a. **Note:** By default, these lists allow only members to view the memberlist. This option can be changed by listowners on a per-list basis.