

Parents: I have found a much easier and painless way for me to have parents subscribe to the BHS Bulletin. This is very important to do or you will not receive the BHS Bulletin. There are a few extra words on what to do so please follow directions. If you need help feel free to e-mail me at rshockey@blainesd.org. Here is what you need to do:

1. Users can subscribe to the list by sending a **blank** message (no memo or words written down, just blank) to:

bhsbulletin-subscribe@blainesd.org

2. You will receive a reply from the mail server that you need to respond to, to verify an e-mail account.

This is what the message you will receive looks like:

THIS IS AN AUTOMATED MESSAGE.

You requested a subscription to the mailing list bhsbulletin@webmail.blainesd.org.

For security reasons, the mailing list requires verification of your request.

3. To VERIFY your request to receive the "BHS Bulletin," simply hit reply and then hit send. You will not need to do any writing.

Please remember that you need to do this in order to receive the "BHS Bulletin."

4. To unsubscribe to the BHS Bulletin you need to send a blank e-mail from the original server you subscribed to when you signed up to receive the bulletin to

bhsbulletin-unsubscribe@blainesd.org

Thank you.

Rick Shockey