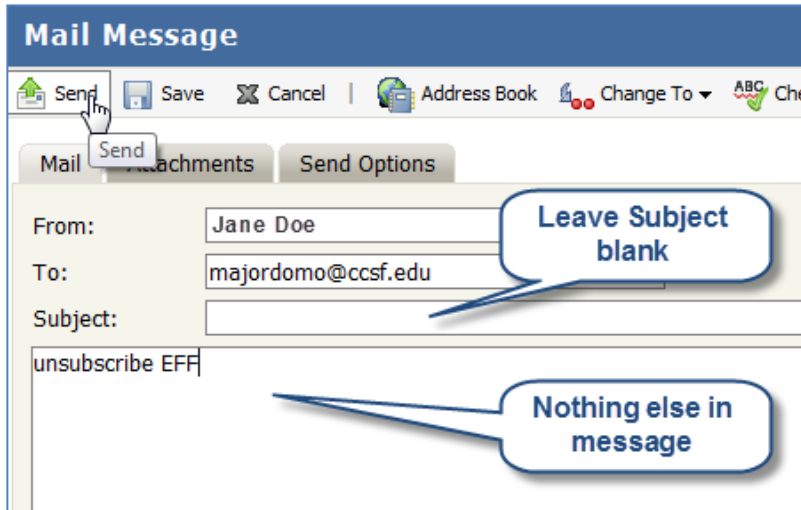


Unsubscribing from the EFF listserv

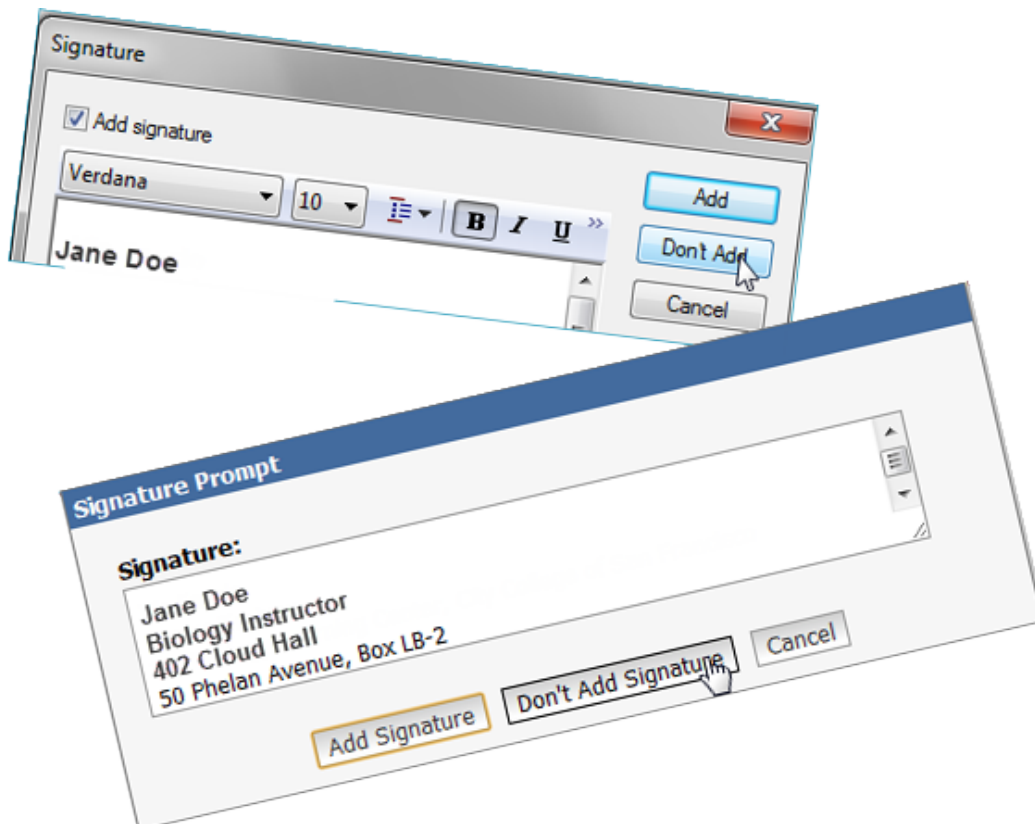
If you no longer wish to receive messages from the Academic Senate List (EFF), you will need to “unsubscribe” from the list. Here is how you do it:

First, open your GroupWise email.



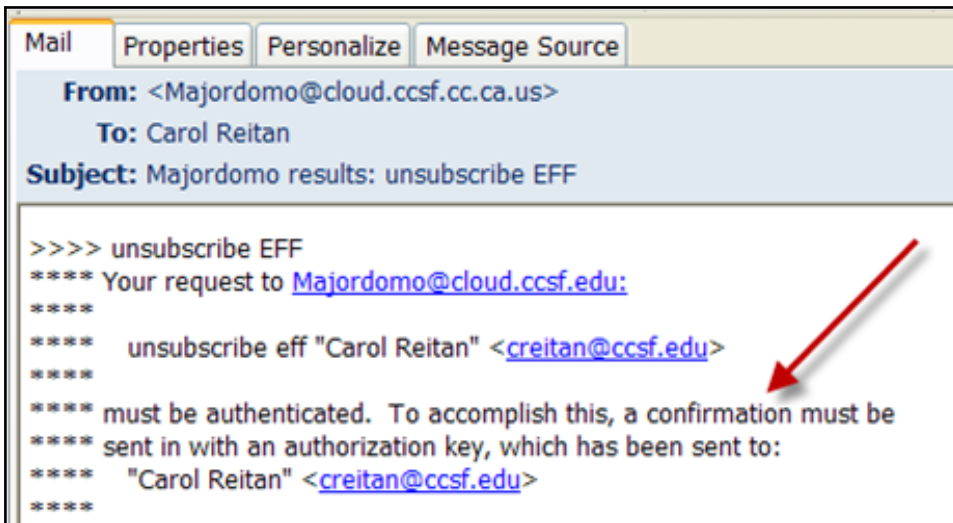
1. Begin a new message to:
majordomo@ccsf.edu
Leave the subject heading blank.
2. Write in the message body, **unsubscribe EFF**

3. **Turn off your automatic signature** if you use one! You should ONLY see **unsubscribe EFF** in the body of the message.



Using the Confirmation key

In about a minute, you'll receive a message from Majordomo telling you you'll be getting a message with a **confirmation key**.

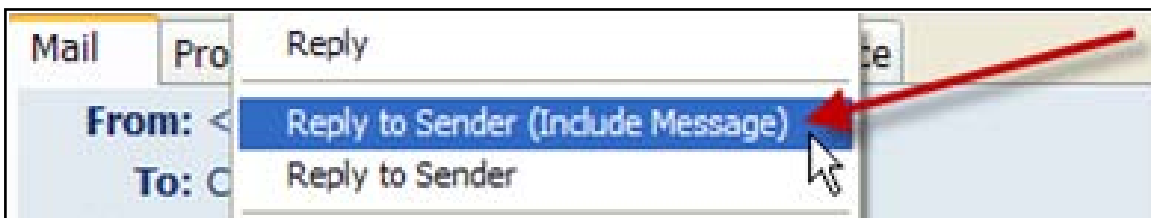


You don't need to take any action on this message.

Wait a little longer for another message which contains a confirmation key and further instructions to send a message to confirm@ccsf.edu containing the key.



The easiest thing to do is to simply **Reply to sender (include message)**.



A minute or so later, you'll receive a message stating that you have(finally) **unsubscribed successfully!**