## SIGNING UP FOR ODAIRY

To preserve all the archives and ensure the security of folks contact information, we have moved the ODairy list serve away from Yahoo to the NODPA web domain. Please sign up there to continue to receive all the great posts (and those that are not that great!) plus have continued access to archives going back to 2001!

Here are some very clear directions for signing up to NODPA.COM's ODAIRY listserv, complete with archives of all your favorite discussions. READ ALL THE DIRECTIONS and you may want to print these instructions. **PLEASE sign up today** 

- STEP 1. Go to http://www.nodpa.com/list\_serv.shtml
- **Step 2.** Click Get Password. You'll enter your email and password; the password does not have to be the same as your yahoo password and you can use any email address you want.
- Step 3. You will receive a confirmation email titled "NODPA LISTSERV Server (15.5)

  [LISTSERV@LISTSERV.NODPA.COM]" to the email address that you signed on with within minutes. If you don't receive the email check your Spam folder or if you are blocking emails from commercial address the email might get rejected by your system.
- **Step 4.** Click the URL link on the email and you'll be taken back to the log-in area where there will be a note that says "Your new password was registered successfully"
- Step 5. Click Log In at the top right hand corner and use your email and new password,
- **STEP 6.** You will be taken to the listserve page. You now need to sign up for the ODairy discussion list. Under the blue bar that says List Name, click ODairy.
- **Step 7.** You'll go to a screen that has a few options including Log Out/Change Password. Under the log out command is the "Join or Leave ODairy." Please click it
- **Step 8.** You will be taken to a sign-up page where you'll fill in the name you want to use on Odairy and a few choices about how you want to receive the messages, for example whether you want the daily digest, what type of html setting etc
- **Step 9.** When you've finished with your preferences, click "Join Odairy" at the bottom of the page. If you scroll back to the top of the page you will see some text in blue that will explain that you will get one more confirmation email. You should receive the email almost immediately, again check in the SPAM filter box if you don't see it immediately.
- **Step 10.** When you get the email you need to click on the URL that will send you back to the Odairy listserve page on the NODPA website that will tell you that you have been added to the Odairy list.
- **Step 11.** You're now an official member of Odairy and you will receive an email welcoming you to Odairy with an explanation of what NODPA does plus list serve etiquette.
- Step 12. Celebrate and send an email to others on the new list by sending it to <a href="https://docs.ncb/docs.