**Wanting to subscribe to an email discussion list**

*Last updated 3 March 2020*

**Membership** of our email discussion lists is strictly managed. On receipt of applications to join, we check HLISD and/or V-smart, and if necessary make enquiries to ensure eligibility.

Please remember when posting to the lists to ensure that the **subject line indicates the target audience and the topic**.

**JiscMail lists used in the South**

- **LIB-SOUTH** – a list for library staff in the South West, Thames Valley, and Wessex covering many topics notably CPD, interlibrary matters (such as speculative requests, last resorts and other impediments to supply, and lost books), information forwarded from NICE about NHS Evidence etc.
  Includes library staff at affiliated SWIMS Network libraries in HE institutions and charities and other organisations. It also includes other NHS and health library staff such as Public Health England staff in our geographical area.

- **LIB-SOUTH-MANAGERS** – a list for NHS library managers in the South West, Thames Valley, and Wessex. Deputy library managers can be added at the request of the library manager.

- **SWIMS-SYSTEM** – a list for all library staff users of the Infor systems V-smart and V-insight – to include disruptions, upgrades as well as new features and module information sharing. All V-insight users should be on this list.

- **LIS-STANDS** - a list for STandS group members.

To join or leave a JiscMail list, please go to the following link as appropriate and follow the instructions:

- [www.jiscmail.ac.uk/lib-south](http://www.jiscmail.ac.uk/lib-south)
- [www.jiscmail.ac.uk/lib-south-managers](http://www.jiscmail.ac.uk/lib-south-managers)
- [www.jiscmail.ac.uk/swims-system](http://www.jiscmail.ac.uk/swims-system)
- [www.jiscmail.ac.uk/lis-stands](http://www.jiscmail.ac.uk/lis-stands)

You will receive an email asking you to confirm. Please follow the instructions. A list owner will then confirm your membership, and you will receive two automated confirmation emails per list. The confirmation emails include instructions on how to post to the list.

More than one email address per person is permitted, for example if you work in two different trusts. However this will mean you will receive the same messages in both email accounts.

To see the archives of the lists of which you are a member, i.e. all the messages sent to the list, go to the [JiscMail home page](http://www.jiscmail.ac.uk) and click on Subscriber’s Corner then follow the links.
If your email address changes
This will need to be updated in the lists so use the same links above – unsubscribe then resubscribe.

In case of queries
More information about JiscMail is available from the JiscMail home page.
In the case of LIB-SOUTH, LIB-SOUTH-MANAGERS, and SWIMS-SYSTEM, contact the SWIMS Network administrators gwh.alis@nhs.net
In the case of LIS-STANDS, contact LIS-STANDS-request@jiscmail.ac.uk

NHS LKS hosted list used in the South
- **LIB-SOUTH-ERESOURCES** - a list for library staff in the South West, Thames Valley and Wessex administering e-resources and the infrastructure enabling access, in particular link resolver local administrators and OpenAthens local administrators. The list is used to share information on the link resolver interface, the OpenAthens interface, and content access issues, and for raising queries and sharing best practice. To sign up or leave this list, please visit the list homepage. The list is overseen by the regional OpenAthens and link resolver leads. Contact the list owners at lib-south-eresources-owner@libraryservices.nhs.uk
- **LIB-SOUTH-CLIO** - a list for staff at library services using the Clio system for interlibrary loans. To sign up or leave this list, please visit the list homepage. The list is overseen by the team at W14 Bath. Contact the list owner at lib-south-clio-owner@libraryservices.nhs.uk

National lists and other lists
For information about other discussion lists including national lists such as LIS-MEDICAL and the Content list, see the New starters guide on the HEE South LKS website.