

Dane County List Serv

Welcome to the Dane County Comprehensive Planning Online/Email Forums!

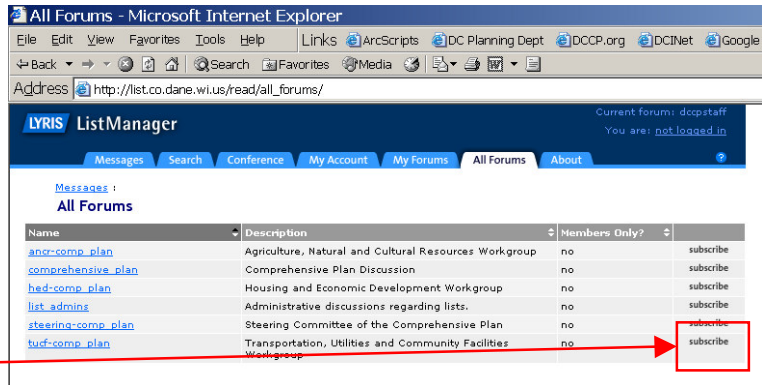
Please follow the directions below for information on how to join

Signing Up

Use the link below to access all of the available forums for Dane County

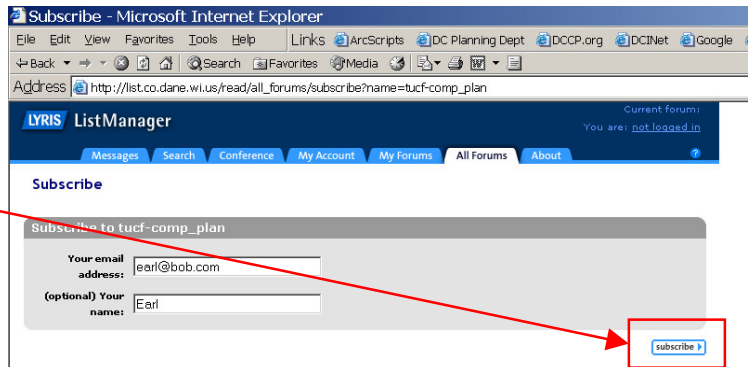
http://list.co.dane.wi.us/read/all_forums/

This page displays all Dane County discussion lists available to interested users. You can choose which list or lists you would like to participate in by clicking on "subscribe" to the right of the desired list.

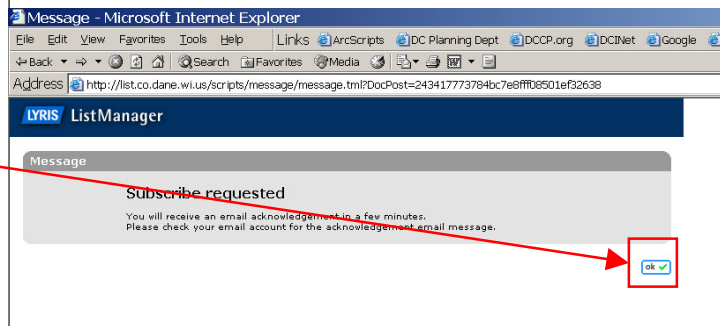


Fill in your email address (required) and your name if you would like. No one can post to the list without at least providing an email address.

➔ Click "subscribe"



The response screen will indicate if your subscription request was successful or not. Click "ok"



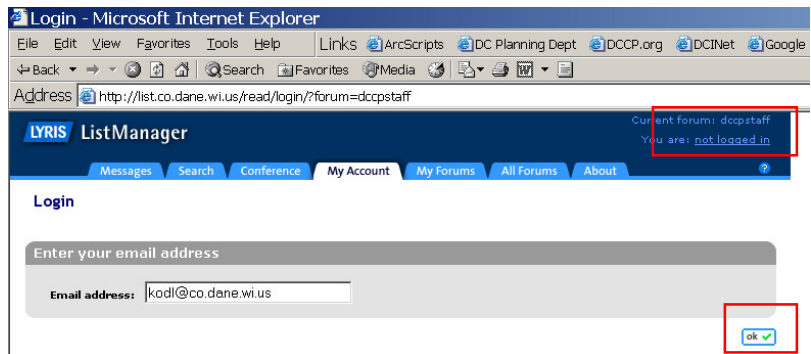
Following your subscription, you will receive an email confirming which list(s) you are on and the email address you are signed up with. In addition, the email will include an email address you can use to unsubscribe from the list.

Posting messages to a discussion forum using the internet site

To post a message to a discussion forum using the internet site, you must be subscribed to the list and log in with your email address:

➔ click on not logged in in the upper right hand corner of the page

➔ Fill in your complete email address and click the ok button



Dane County List Serv

A new page of the list(s) you are subscribed to appears under the "My Forums" tab.

Select the forum you want to post a message to. Messages posted to the forum by other users will appear. You can read and reply to messages, or compile your own message.

To Post a New Message, click "create message".

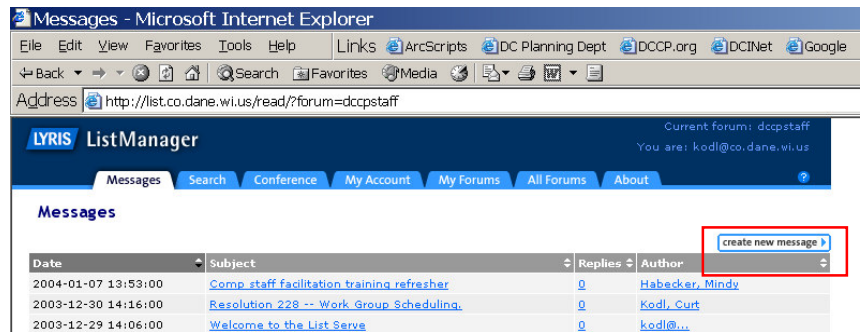
To Reply to a message, select the message and click "reply".



Using the Web-Forum

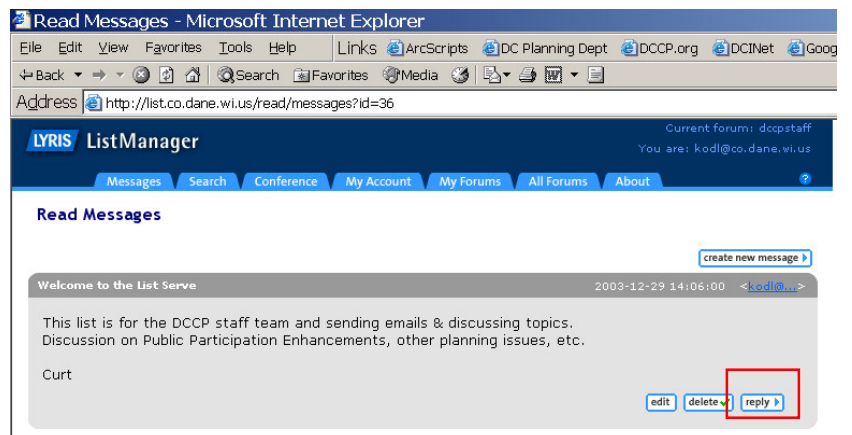
Click on any list there and you will be able to look at all the postings/emails for that list.

You can create a new post (or "thread") to this list via email or through "create new message"



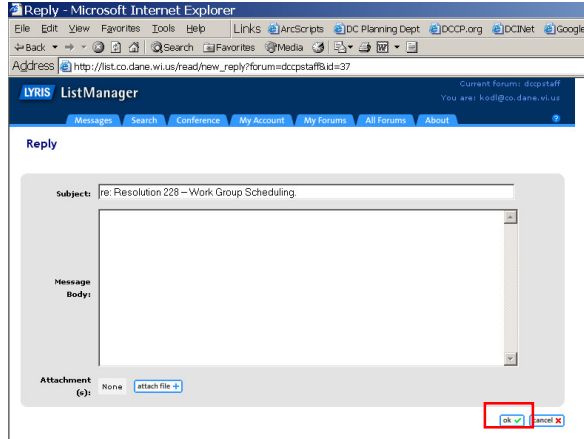
You can reply to a post 2 ways:

1. By replying to the email through your email system.
2. By clicking on a message and hitting the "reply" box at the bottom.



Dane County List Serv

You will get the window below. Add text and hit “ok.” You will get a pause window saying something about message approval but that will disappear and you will be back to the posted reply.

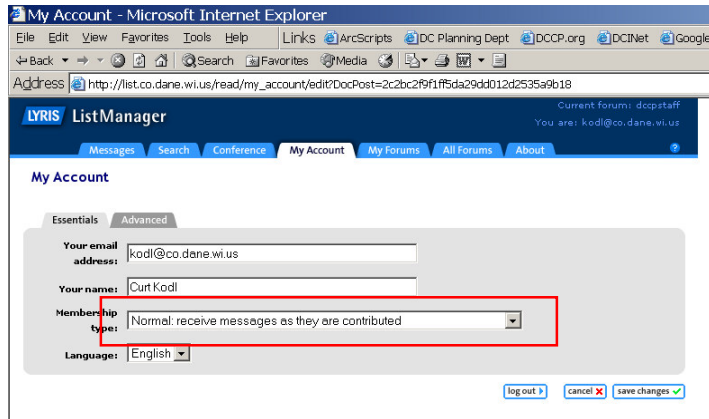


Setting Preferences

To choose how you will be notified of incoming messages to the forum, click on the “My Account” tab, and use the “Membership Type” dropdown to select your preferred method.

Choices are:

- Normal: receive messages as they are contributed (default setting)
- Digest: one daily email with all messages for that day
- MIME Digest: one daily email with all messages for that day in MIME format
- Index: one daily email with only the subject lines for that day
- No Email: Receive no email from this mailing list. Use this option if you intend to simply “check in” through the web interface.



Save your changes

General Stuff

1. No one can post messages to any list without at least providing an email address.
2. We can remove any content or users as we see fit.
3. Any questions call 266-4183 or email daneplan@co.dane.wi.us