How to Access OSPA LISTSERV Account Settings and Archives (for established accounts)

1. Open the LISTSERV homepage: https://listserv.kent.edu/cgi-bin/wa.exe?LOGON and select "get a new LISTSERV password"

2. Complete the registration form and register your password

3. You should see this Confirmation Sent screen:
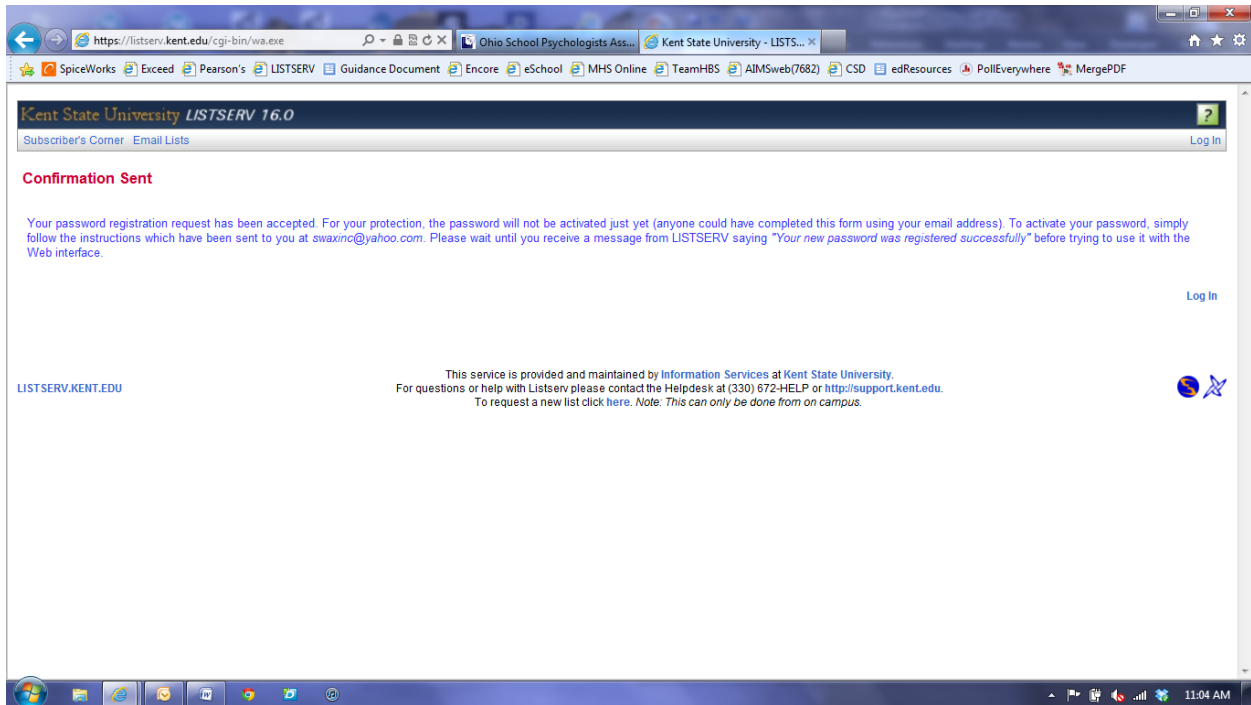
4. Wait for the registration email at the address you registered…
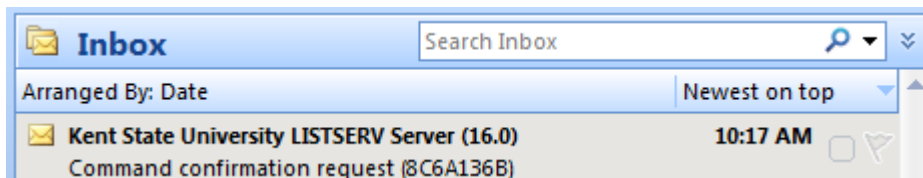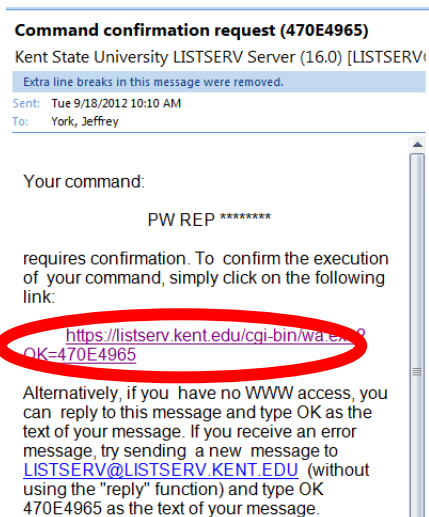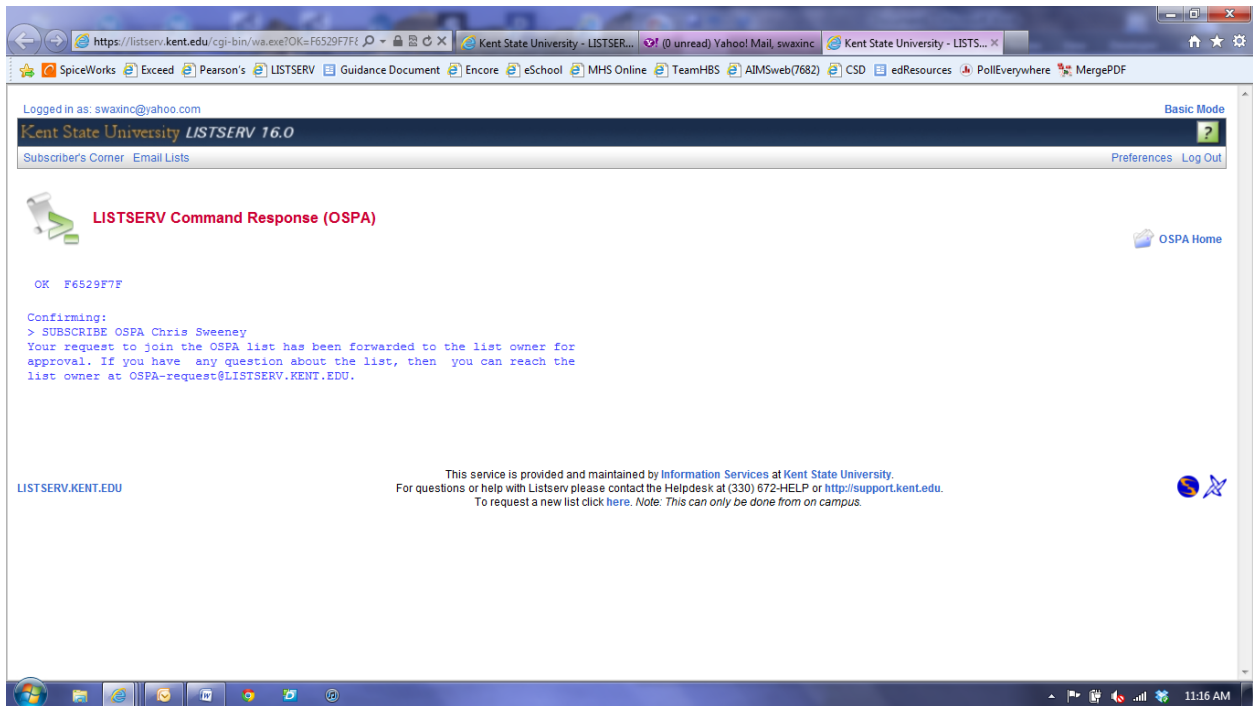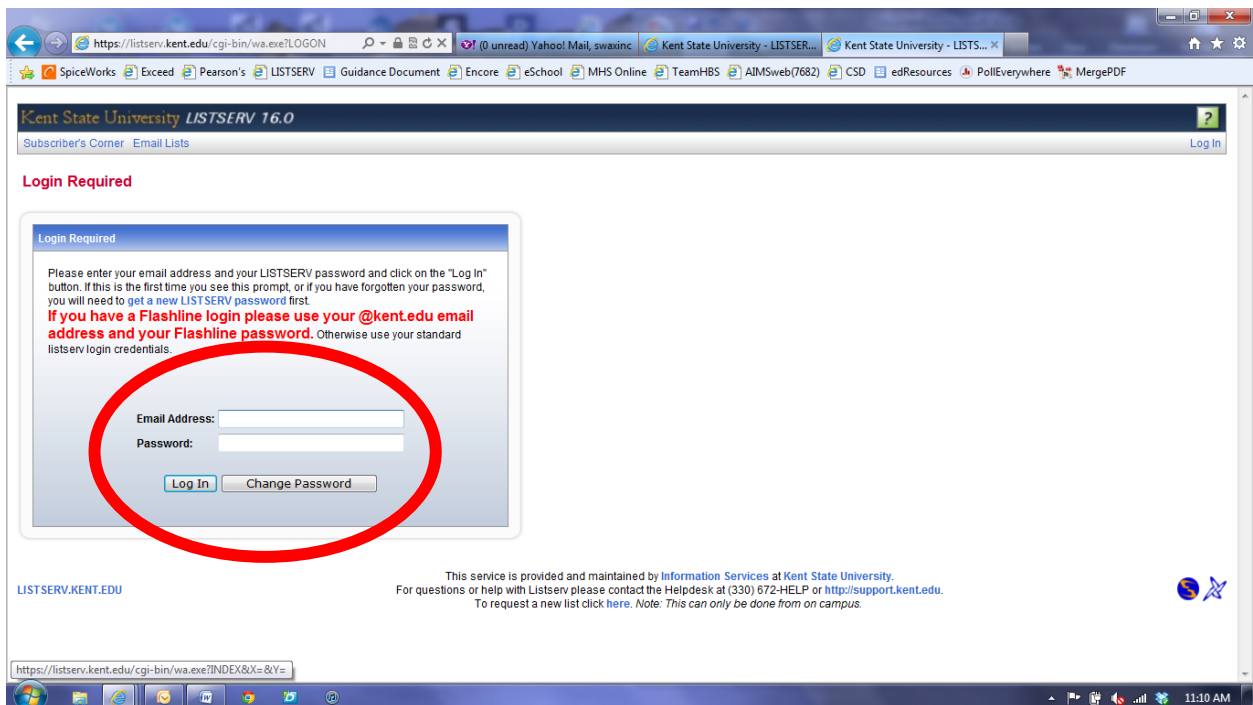

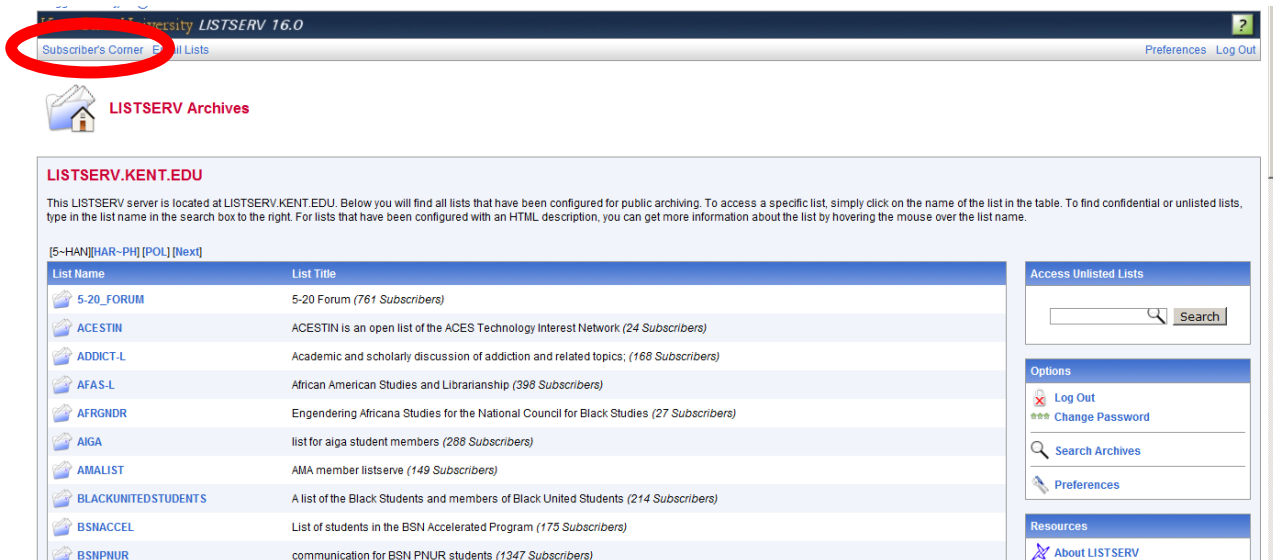5. … then click on the link in the email to confirm registration

6. The link should take you here:

7. Click "Log In" on upper right of screen *or* browse to the login screen:
   https://listserv.kent.edu/cgi-bin/wa.exe?LOGON and enter your login information and click "Log In"

8. Click "Subscriber's Corner" in the upper left

9. Choose "OSPA" to go to the archives, "[Settings]" to change subscription options or "[Post]" to post a new message. Click "Subscriber's Corner" at anytime to return to this screen.

10. From the page below, one may browse/search the archived LISTSERV messages and post new messages.
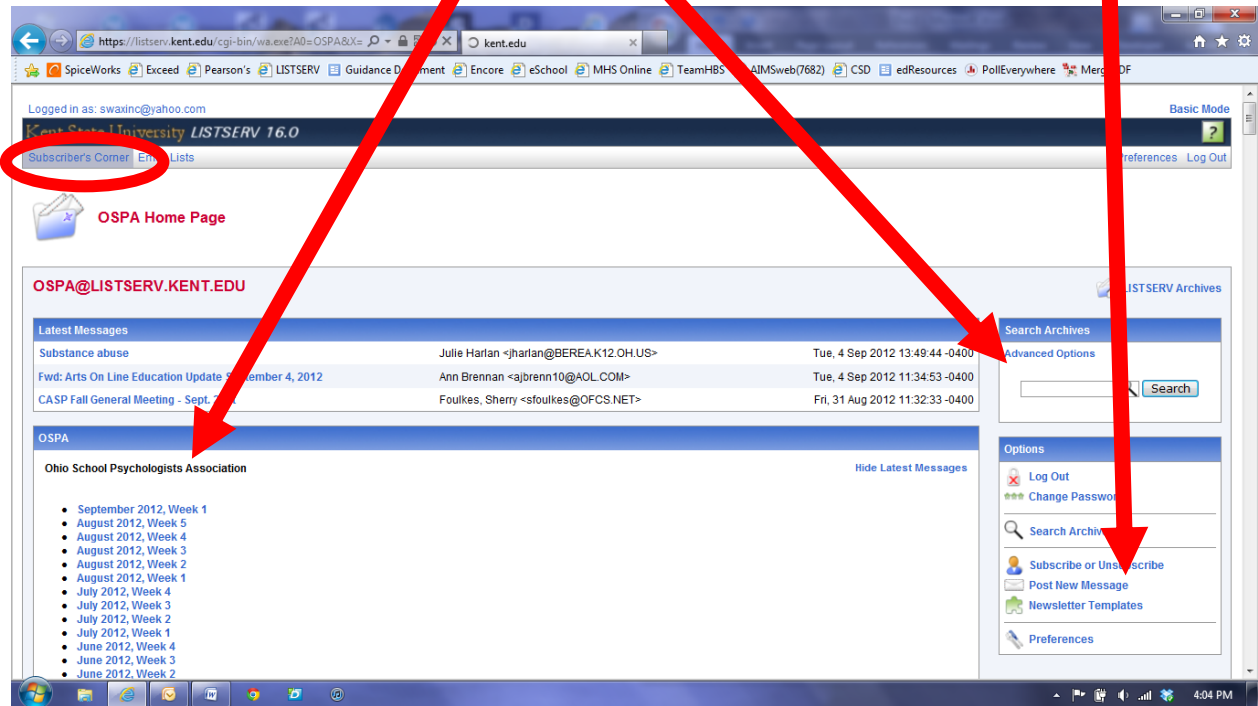
11. From the page below, one may change the email address associated with your account, as well as list preferences from this page and hit "Update Options". You may hit the "?" in the upper right of the listserv window regarding the different settings