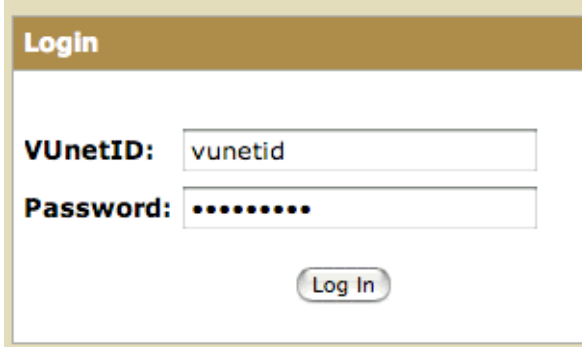


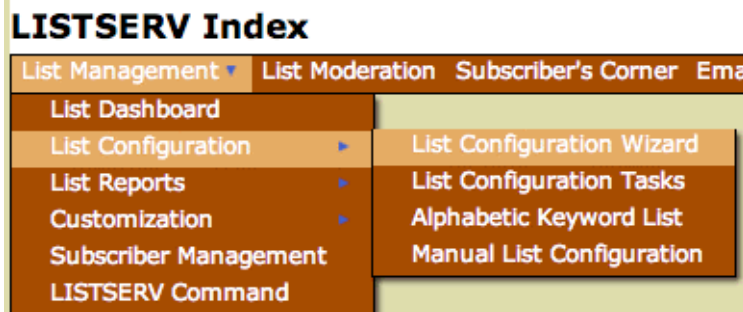
Choosing the Appropriate *Reply-To* Setting

To configure the “Reply-To:” behavior for your list(s), follow the instructions below.

To begin, go to <https://list.vanderbilt.edu/> and log in to LISERV:

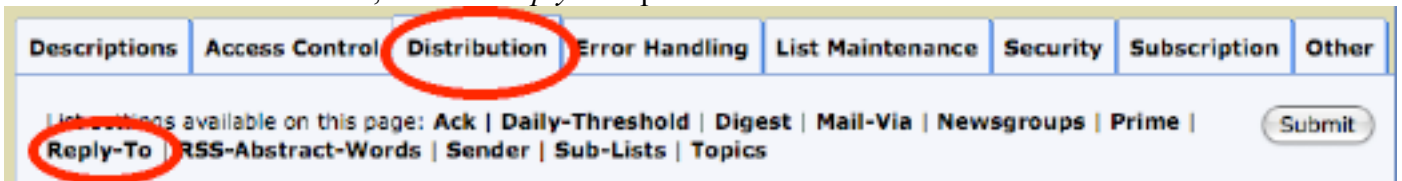


Next, from the *List Management* menu select *List Configuration*, then *List Configuration Wizard*:



If you are the owner of more than one list, please choose the list you wish to modify from the Select List: drop down menu.

Click on the *Distribution* tab, then the *Reply-To* option link.



Edit the Reply-To Behavior

The page that loads allows you to change the Reply-To behavior of your list. Both types of [discussion lists](#) were initially configured to **Reply-To** the *List* and *Respect* Reply-To headers included in the message. This was a change in behavior from the former Majordomo based list service all lists defaulted to Reply-To the sender of the message.

To determine the best behavior for your list, please read the setting information at the bottom of the web page, or click on the question mark (?) button for assistance.

Reply-To Keyword

? Reply-To=

? Specify address:

? Existing Reply-To:

Help ↑

Once you have configured the *Reply-To* setting, click on the **Submit** button.