

# Families Supporting Families

As a result of the Futures recommendations and the Empowering People implementation team, we created a discussion listserv to encourage communication for families in supporting other families.



[family-chat]

## What is a discussion listserv?

A listserv is basically a group of people with common interests who are part of an email distribution list. When an email is sent to the list, everyone gets the email. If somebody replies to the list, everybody gets the reply. It is very similar to a discussion board online, but it comes through email and is available only to individuals on the list.

## How do I join the "Families Supporting Families" discussion?

It's simple to join the listserv. Open an email and type [join-family-chat@odmrdd.state.oh.us](mailto:join-family-chat@odmrdd.state.oh.us) on the "To:" line. You don't have to type a message or add anything on the subject line, just click "send". In a few minutes you will receive a reply from *family-chat Confirmation* asking you to click a link to confirm your request to join the list. You must do this in order to complete the subscription process. You might have to look for this confirmation email in your "junk" folder, depending on your email provider and spam filtering. Any emails sent to the listserv will come to you as Families Supporting Families ([family-chat@odmrdd.state.oh.us](mailto:family-chat@odmrdd.state.oh.us)) with [family-chat] on the subject line.

## Can I leave if I don't want any more emails from the group?

To leave the listserv so emails from the group will stop, open an email and type [leave-family-chat@odmrdd.state.oh.us](mailto:leave-family-chat@odmrdd.state.oh.us) on the "To:" line. You don't have to type a message or add anything on the subject line, just click "send". In a few minutes you will receive a reply from *family-chat Confirmation* asking you to click a link to confirm your request to leave the list. You must do this in order to complete the process. You might have to look for this confirmation email in your "junk" folder, depending on your email provider and spam filtering.

### **How do I send messages and communicate with other families on the list?**

You can send or forward emails to the family-chat discussion listserv by addressing your email to [family-chat@odmrdd.state.oh.us](mailto:family-chat@odmrdd.state.oh.us). This email address is long and can be hard to remember so you might want to add it to your contacts.

### **How do I reply to a message sent through the listserv?**

You can choose to reply only to the person who sent a message to the listserv by clicking on "Reply". You will see their email address on the "To:" line. If you want everyone on the list to see your response, then click on "Reply all" and you will see the listserv email address on the "To:" line. Click "send".

### **I changed my email address so how do I update it on the listserv?**

You will need to remove your old email address by sending an email *from your old email account* to [leave-family-chat@odmrdd.state.oh.us](mailto:leave-family-chat@odmrdd.state.oh.us). You will receive an email from *family-chat Confirmation*. Please follow the instructions to complete the process. You will need to add your new email address to the list by sending an email *from your new email account* to [join-family-chat@odmrdd.state.oh.us](mailto:join-family-chat@odmrdd.state.oh.us). You will receive an email from *family-chat Confirmation*. Please follow the instructions to complete the process. It is important to send from the appropriate email account because the email address must match the account in order to be a valid request.

### **Will I get unwanted email like SPAM and advertisements?**

You will not receive SPAM or advertisements through the family-chat listserv. All messages must be approved before they go out to everyone and can be identified by *[family-chat]* on the subject line. This is a *closed* listserv which means you have to be a member of the group in order to send messages to it. As a courtesy to other members of the listserv please keep all messages on topic.

### **How do I see past email conversations?**

You can look through or search the discussion listserv by going to this website: <http://odmrdd.state.oh.us:81/read/?forum=family-chat>. Archiving of the listserv is not public. Only those people that are a member of the listserv and have a password are allowed to view past postings. Please send email to [webmaster@odmrdd.state.oh.us](mailto:webmaster@odmrdd.state.oh.us) if you would like a password to access the archive.

### **Privacy**

ODMRDD values subscriber confidentiality and does not intentionally share subscriber addresses with others. *However, in the event of a public records request, the ODMRDD will comply with all applicable Public Records Laws.* The family-chat listserv is not publicly available to everyone. All members must be approved. Only those people that are a part of the listserv and have a password are allowed to view postings that are in the archive.

## **Disclaimer**

This listserve is a public forum. Posts should not contain private health care information or other confidential matters. By using this listserve, you agree not post or otherwise distribute any content that is offensive, obscene, defamatory, unlawful, threatening, abusive, harassing or deceptive.

The opinions and advice posted here are those of the author and should not be construed as an endorsement of the Ohio Department of Mental Retardation and Developmental Disabilities ("ODMRDD"). ODMRDD expressly disclaims any and all warranties, express or implied, to the extent permitted by law, for any and all information contained herein.

# Families Supporting Families



[family-chat]

## Quick Reference

The email address for Families supporting Families discussion is:  
[family-chat@odmrdd.state.oh.us](mailto:family-chat@odmrdd.state.oh.us)

To see past messages click or type this link in your browser address line:  
<http://odmrdd.state.oh.us:81/read/?forum=family-chat>  
(Please email [webmaster@odmrdd.state.oh.us](mailto:webmaster@odmrdd.state.oh.us) to request a password)

To join the discussion list send email to:  
[join-family-chat@odmrdd.state.oh.us](mailto:join-family-chat@odmrdd.state.oh.us)

To leave the discussion list send email to:  
[leave-family-chat@odmrdd.state.oh.us](mailto:leave-family-chat@odmrdd.state.oh.us)

Questions?

Email [webmaster@odmrdd.state.oh.us](mailto:webmaster@odmrdd.state.oh.us)