How to add an external email address to an Athena email list

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Answer

If you need to add a non-MIT email address, (e.g., an @yahoo.com address) to an Athena email list, do the following:

1. Go to http://web.mit.edu/moira
2. Enter the email list name.
3. Click the **Add list members** button then click **Go**.
4. From the dropdown list, choose the type **string** then enter the email address.
5. Click **Add members**.