## 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.