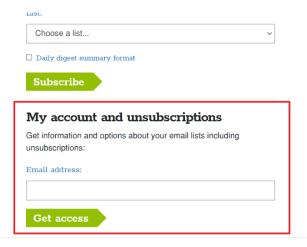
## Set your seees\_announcements settings to Daily Digest

Visit the Listserv Page - <a href="https://archive.lists.aseees.org/">https://archive.lists.aseees.org/</a>

Scroll to the bottom for "My Account."

Enter the email address that is already subscribed to seees\_announcements and click "Get Access." This will allow you to change your digest setting, unsubscribe, and view the archives.

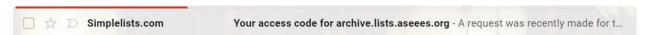


You will see a message that an email has been sent to you.

## Subscriber area

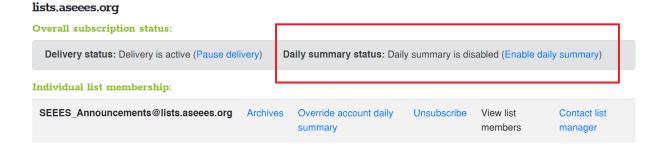
You have been sent an email with an access code. Please click on the link contained in the email in order to get access to further options

Your email will be from Simplelists, like the one below:



The email will provide you a one-time link to see and change your account information. Click the link and confirm that you requested access. You will then see you account settings.

## Lists that you are a member of:



Click "Enable Daily Summary," and click again to confirm your choice.

You are able to repeat these steps to access your account and make changes as often as you like.