Georgia*FIRST* Financials LISTSERV Lists

The Georgia*FIRST* Financials group utilizes multiple LISTSERV e-mail lists to communicate with Georgia*FIRST* institutional users. This job aid is designed to assist users in subscribing and unsubscribing from Georgia*FIRST* Financials LISTSERV e-mail lists. Users may subscribe and/or unsubscribe to these lists at any time. The name and description of each Georgia*FIRST* LISTSERV is provided below.

First-LF (first-lf@listserv.uga.edu)
Open to all Georgia*FIRST* Financials users

- All current production related communications (Known Issues, Announcements, etc.)
- General upgrade and maintenance announcements (WebEx Calls)

First-LB (first-lb@listserv.uga.edu)
Open to all Budget Prep users

- All current production related communications (Known Issues, Announcements, etc.)
- General upgrade and maintenance announcements
- Information specifically related to Budget Prep

SCIQUEST-PT-L (sciquest-pt-l@listserv.uga.edu)
Open to all Georgia*FIRST* Marketplace users

- All current Georgia*FIRST* Marketplace related communications (Known Issues, Announcements, Training, etc.)
- Information specifically related to SCIQUEST and the Georgia*FIRST* Marketplace

GaFirst-FS-Reps (gafirst-fs-reps@listserv.uga.edu)
Reserved for Upgrade Institution Coordinators

- All upgrade and maintenance communications
- All upgrade institution requests (information, decisions, pre-upgrade cleanup, etc.)
- Any communication sent to the Technical Representatives

GaFirst-FS-Tech (gafirst-fs-tech@listserv.uga.edu)
Reserved for Upgrade Technical contacts

- Upgrade technical requests or information (PSQUEST, institutional retrofits, Banner links, workstation installations, etc.)
- General upgrade and maintenance announcements (WebEx Calls)

Subscribing/Unsubscribing to a Georgia*FIRST* LISTSERV

1. Go to https://listserv.uga.edu

2. Enter the list name (in bold above) into the Search box. Click Search.

3. Click Subscribe or Unsubscribe link on the list's Home Page.

4. Complete the information in the required fields and make the appropriate selection at the bottom.