

British Infection Association (BIA)

Email Discussion Groups

User Instructions in Brief

Email Group Setup on behalf of Infection Specialists by British Infection Association (BIA)

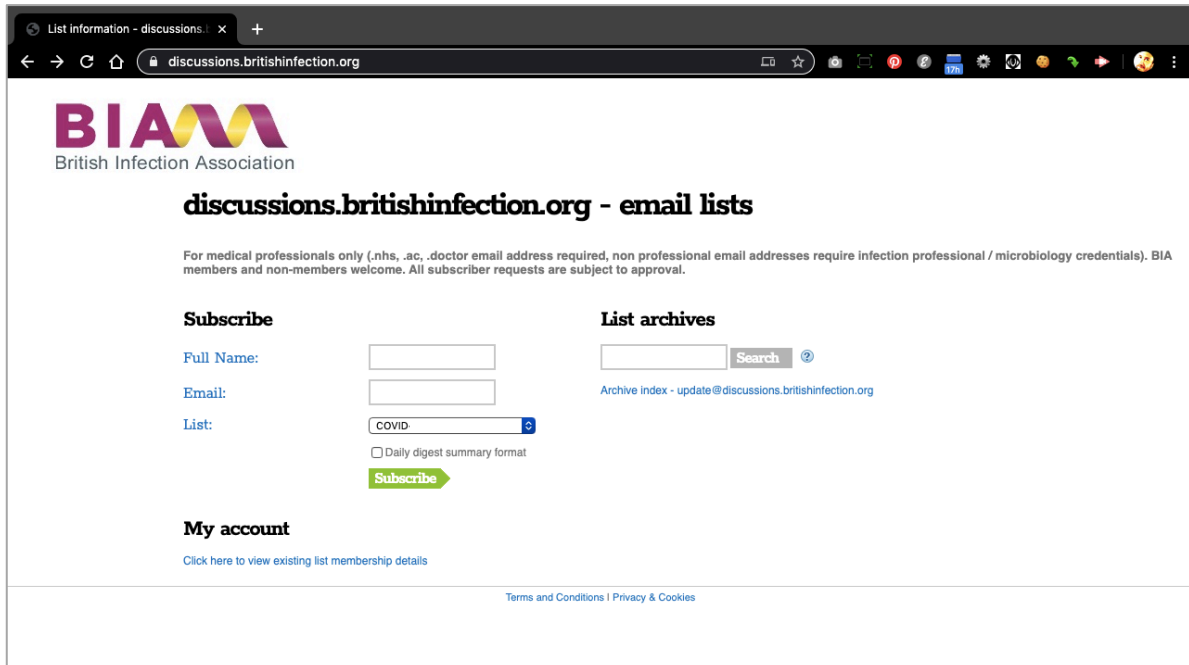
BIA Email Discussion Groups are email forums for medical & infection professionals to exchange ideas and information on latest COVID-19, and General topics.

These are private email groups for medical & infection professionals only, you must be a subscriber to receive and send messages to the group. The list is for BIA members and non-members.

**Content is fully provided by, and the responsibility of the group members, and is not for public distribution.*

Subscribing to BIA Email Discussion Groups

- Go to <https://discussions.britishinfection.org/> ... enter Full Name and Email address to subscribe, choose list (COVID or General). All subscription requests are reviewed for approval.
- Please use professional email addresses (.nhs.net, .ac.uk, .doctor.net, ...) to sign up - this will speed up your approval to the list.



The screenshot shows a web browser window with the URL discussions.britishinfection.org. The page features the BIA logo (British Infection Association) and the heading "discussions.britishinfection.org - email lists". Below the heading, there is a note: "For medical professionals only (.nhs, .ac, .doctor email address required, non professional email addresses require infection professional / microbiology credentials). BIA members and non-members welcome. All subscriber requests are subject to approval." The page is divided into three main sections: "Subscribe", "List archives", and "My account". The "Subscribe" section contains input fields for "Full Name:", "Email:", and "List:" (with a dropdown menu showing "COVID"). There is also a checkbox for "Daily digest summary format" and a green "Subscribe" button. The "List archives" section has a search bar and a "Search" button, with a link below it: "Archive index - update@discussions.britishinfection.org". The "My account" section has a link: "Click here to view existing list membership details". At the bottom of the page, there are links for "Terms and Conditions" and "Privacy & Cookies".

- You will receive an email to confirm your email address and sign up to the group

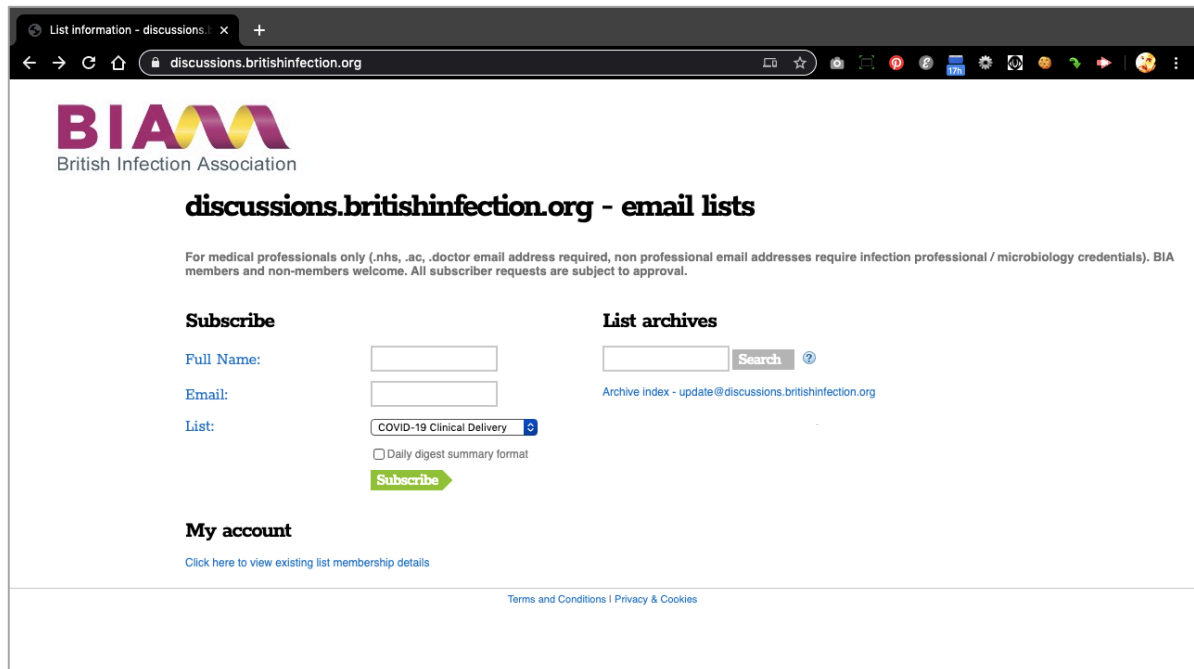
Posting to the Group

- Once subscribed, you can email the group directly using covid@discussions.britishinfection.org or general@discussions.britishinfection.org
- Only subscribed email addresses will be able to post to the group (*be mindful which email address you are sending from if you use more than one email address on your computer)

Accessing the Group's Previous Emails (Archive)

(You must be a group subscriber to view the message archive)

- Go to <https://discussions.britishinfection.org/> ... Under 'List archives' click 'Archive index - covid@discussions.britishinfection.org' or 'Archive index - general@discussions.britishinfection.org' link ...



BIAM
British Infection Association

discussions.britishinfection.org - email lists

For medical professionals only (.nhs, .ac, .doctor email address required, non professional email addresses require infection professional / microbiology credentials). BIA members and non-members welcome. All subscriber requests are subject to approval.

Subscribe

Full Name:

Email:

List: Daily digest summary format

[Subscribe](#)

List archives

[Search](#) [?](#)

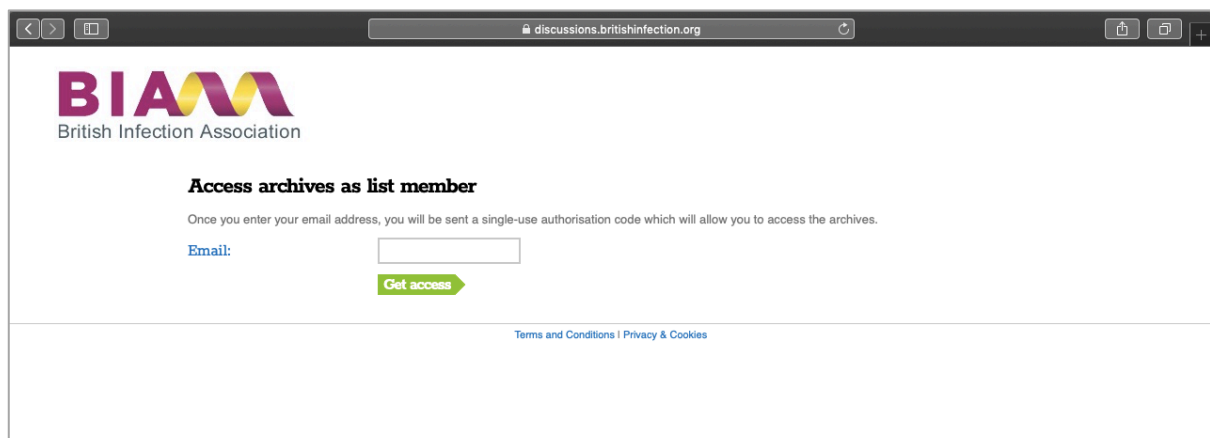
[Archive index - update@discussions.britishinfection.org](#)

My account

[Click here to view existing list membership details](#)

[Terms and Conditions](#) | [Privacy & Cookies](#)

- The first time you click the link ('Archive index - covid@discussions.britishinfection.org' or 'Archive index - general@discussions.britishinfection.org'), you will be asked for your email address to check you are a subscriber, an email (from Simplelists) will be sent to your inbox with a link to verify you.



BIAM
British Infection Association

Access archives as list member

Once you enter your email address, you will be sent a single-use authorisation code which will allow you to access the archives.

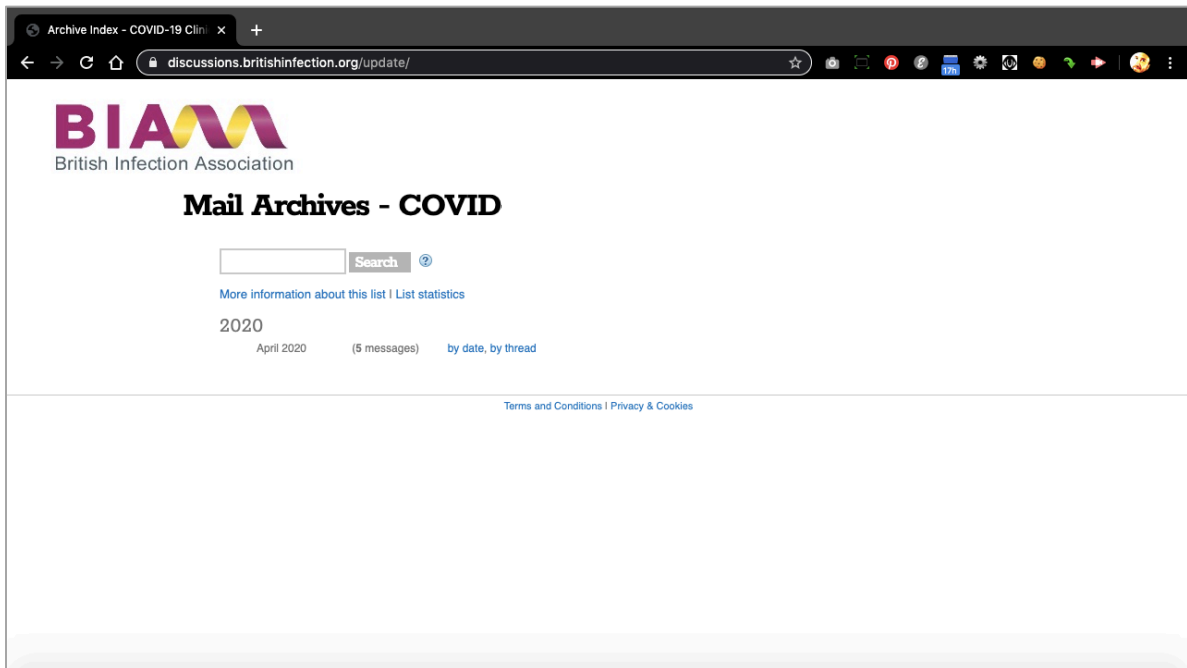
Email:

[Get access](#)

[Terms and Conditions](#) | [Privacy & Cookies](#)

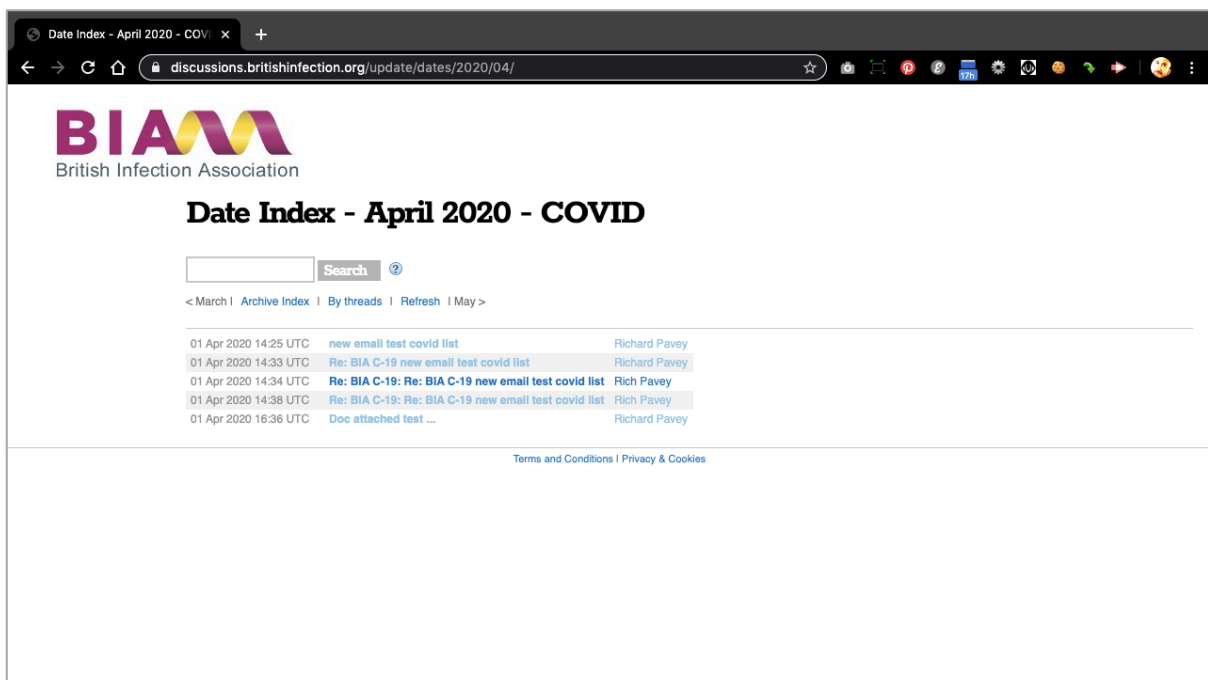
- Once verified you can view the archive. Your access should last for a few months. You may be asked for your email address again after that, or if you are on a new device. On a 'public' computer you can logout of the archive.

- Click 'by date' or 'by thread' links to view previous emails from the group ...



*Newest emails may take 30 minutes to appear in the archive.

... click on email subjects to view, or search email messages.



Updating Your Preferences

- Go to <https://discussions.britishinfection.org/?codeLogin> ...
You can update “Enable daily summary”, ‘Pause delivery’ of list emails, view Archives, ‘Unsubscribe’, ‘Contact list manager’

