

University of Minnesota
Center for Magnetic Resonance Research
Policy
Mailing List Enrollment

Policy Number / Version: POL018 / Version 1

Approval Date:

Implementation Date:

Author/Owner: Jeramy Kulesa

| Approval Signatures | Date |
|------------------------------------|-------------|
| Author/Owner: | |
| Regulatory Compliance Coordinator: | |
| Center Director: | |

1. Purpose

The purpose of this policy is to detail the requirement to enroll in the appropriate CMRR mailing lists.

2. Scope

This policy will apply to anyone conducting research at CMRR.

3. Responsibility

It is the responsibility of all personnel who perform the functions listed in Section 2 to adhere to this policy.

It is the responsibility of the owner/author listed above to review the content of this policy for accuracy and continued applicability on at least an annual basis.

4. Policy

CMRR has many mailing lists that are used to disseminate important information including changes in CMRR policies and SOP's that can impact your research. Since these mailing lists are used to distribute important information you are required to sign up for the mailing list(s) that align with your research interests. Of particular importance are the mailing lists associated with the scanner(s) you are using in your research as these lists are also used to distribute information about the

status of the systems along with changes to policies and SOP's that may impact research on particular systems. A complete list of available mailing lists along with instructions on how to sign up can be found here:
<http://www.cmrr.umn.edu/computeruser/email.php>

5. References

N/A

6. Appendices / Tables

N/A

7. Revision History

| Version Number | Approval Date | Change from Previous Version |
|----------------|---------------|------------------------------|
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