

## MedSocNews – Terms of Reference and Posting Guidelines

WELCOME TO THE MEDICAL SOCIOLOGY NEWS LIST!  
PLEASE READ AND SAVE THIS MESSAGE.

This welcome message is designed to provide you with basic information about this email list. It contains information on using the list (managing your subscription; tips on contacting and communicating via the list; mailing addresses of the list Editors); rules for posting.

### I. MedSocNews: Scope, Content, Purpose.

This moderated list is intended for the growing number of scholars who study medical sociology. Our aim is to provide a service for the exchange of announcements relating to medical sociology and related disciplines. This email service is designed to circulate notices of seminars, conferences, jobs and any other announcement that might be of interest to our subscribers. We take a very broad definition of what may be of interest to medical sociologists, including: history of medicine; public health; science and technology studies; social epidemiology; health promotion; medical anthropology and other related health disciplines.

We are especially interested in reaching university and college faculty who teach or plan to teach about these subjects. Subscribers will be able to share announcements about teaching and research, to get news of professional activities (e.g., jobs, conferences, fellowships, post-graduate opportunities and grants).

Please note that MedSocNews is NOT a discussion list, so we can't accept replies, post questions, comments or direct general postings to the list.

Please also note that the list does not forward on any commercially related posts.

### II. Editors.

The MedSocNews list is co-edited by

Simon Carter (Open University) <s.d.carter@open.ac.uk>, and

Ewen Speed (Essex University) <esspeed@essex.ac.uk>

There is no fixed term for Editors who alternate their duties. The Editors will solicit postings (by email, phone and even by regular mail), will assist people in managing subscriptions and setting up options, will handle routine inquiries, and will consolidate some postings. Anyone with suggestions about what MedSocNews can and might do is invited to send in ideas. MedSocNews is moderated to edit out material that is: not germane to the list; involves technical matters (such as

subscription management requests); is inflammatory; or is not appropriate for a list of this type. The Editors decisions in these matters are final.

The Editors will solicit addition help when needed to replace existing Editors or to appoint co-moderators to cover absences or periods of leave.

### III. Communicating Through the List.

Contributions: "Netiquette." The tone and content of MedSocNews depend directly on subscribers. To that end, we ask that contributions be considerate of the needs of a busy audience of scholars, many of whom must pay for their access to the internet. Contributions should be as brief as possible and if it is required to provide extensive further information then a link to a web site should be provided. Repeated announcements of the same event/announcement should be avoided and we reserve the right to reject such posts.

-- ALL MAIL TO THE LIST MUST BE SIGNED. The Editors will delay posting until authorship and email address are confirmed.

-- CONTENT: Editors retain the right to review material for its pertinence, tone, style, and relevance to the list's mission. Non-relevant messages, general enquiries, obviously commercial or advisement messages, private messages forwarded for posting without permission, or messages that violate the norms of civility and professional courtesy will be rejected. Persistent violators can be removed from the subscription list and blocked from future posting.

-- FORMAT: Please send messages in plain text: no styles, html, special fonts, graphics files, or nonstandard characters (except diacriticals, which are acceptable). Signature files are subject to editing for content and length. Advertisements in signatures will be removed. Remove or turn off .vcf, digital signatures, or other automatic attachments.

Please do NOT send ANY attachments to the list. They will be rejected automatically. Any content that is posted must be contained within the body of the email. This ensures the size and content of the messages disseminated by the list are consistent in size and style and will not run the risk of blocking up list members emails accounts; for bigger posts, list members should consider posting the material at a web site, or consult with the editor concerning proper venues for publication.

### IV. Membership Information

Membership data, including subscribers' names and email addresses are maintained according to JISCmail rules:

'The National Academic Mailing List Service, known as 'JISCmail', is one of a number of JANET services provided by JANET (UK) (<http://www.ja.net>) and funded by JISC (<http://www.jisc.ac.uk>). The service is run by the Science and Technology Facilities Council ([www.scitech.ac.uk](http://www.scitech.ac.uk)) who are registered for compliance under the Data Protection Act 1998. Personal information you supply here will be used by us only in connection with the JISCmail service and will not be disclosed to any other

body except where this is necessary to operate our system, run the service, comply with the law or to protect the service or others.'

Further details of the JISCmail Data Protection Policy are provided within the full JISCmail Acceptable Use Policy which is located at:

<http://www.JISCmail.ac.uk/help/policy/index.htm#dp>

#### V. Technical Information.

You can send commands to the software running this list (JISCmail) that will alter how you receive messages. **ALL COMMANDS MUST BE SENT TO THE ADDRESS:**

`jiscmail@jiscmail.ac.uk`

Put the command in the main body of the message. If you use a signature file or 'footer' when you send messages make sure you strip it out before sending (or you may get un-intended consequences as the software attempts to interpret you signature as a command).

If you wish to leave the MedSoc News mailing list send the command:

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leave medsocnews
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You will receive no further email messages form MedSocNews unless you subscribe again.

If you wish to suspend email from MedSoc News (e.g. if you are going on holiday, study leave, etc) then send a message:

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set medsocnews nomail
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When you wish to resume receiving email send the following command:

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set medsocnews mail
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If you wish to receive messages in a digest send the following command:

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set medsocnews digest
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To stop receiving digests of messages send the following command:

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set medsocnews nodigest
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===== Web Pages =====

You can now access the archive of past messages on this list via the World Wide Web, either from the JISCmail homepage at:

<http://www.jiscmail.ac.uk>

or, by going directly to:

<http://www.jiscmail.ac.uk/lists/medsocnews.html>

The first time you use the Web pages you will need to register by entering your email address and choosing a password.

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Further details of all commands and other mailing lists managed by JISCmail can be found at:

<http://www.jiscmail.ac.uk>

If you have any questions or problems with the list not dealt with elsewhere please send them to:

[medsocnews-request@jiscmail.ac.uk](mailto:medsocnews-request@jiscmail.ac.uk)