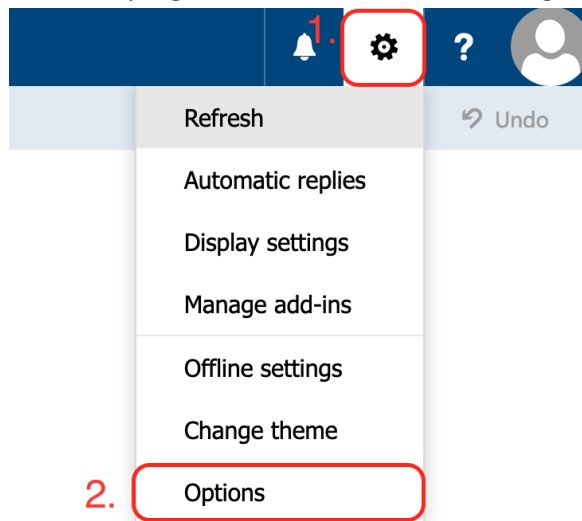


Knowledgebase > Email, calendar, and contacts > How to view FASmail distribution list memberships on your account in Webmail

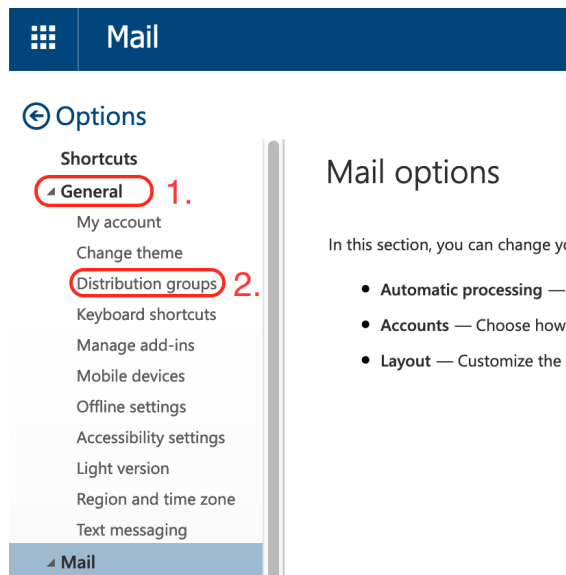
## How to view FASmail distribution list memberships on your account in Webmail

Vincent Wu - 2022-04-04 - Comments (0) - Email, calendar, and contacts

1. Go to <https://mail.ubc.ca/> and login with your CWL username and password.
2. On the top right hand side, click on the cog icon (1) then "Options" (2).



3. On the top left hand side, click on "General" (1) to expand the list and click on



- "Distribution groups" (2).
4. On the right hand side, your distribution groups will be visible.

Shortcuts

General

- My account
- Change theme

Distribution groups

- Keyboard shortcuts
- Manage add-ins
- Mobile devices
- Offline settings
- Accessibility settings
- Light version
- Region and time zone
- Text messaging

Mail

- Automatic processing
  - Automatic replies
  - Undo send
  - Inbox and sweep rules
  - Junk email reporting
  - Mark as read
  - Message options
  - Read receipts
  - Reply settings

Distribution groups

A distribution group is a collection of two or more people in an organization's shared address book. You can create groups, which will appear in the address book for others to use. Group owners can restrict membership. You can also join or leave an existing group.

Distribution groups I belong to

Type the name of the list you're looking for	
Display name	Email address
UBC-EOISC ML All Users	everyone@eoas.ubc.ca

Distribution groups I own

Type the name of the list you're looking for	
Display name	Email address
There are no items to show in this view.	