



Section 12: Messenger Email Services

Information Systems provides a University wide email service called Messenger. The service has the capability to communicate with both faculty, staff and students.

The following applies to the use of the Messenger capability:

- All messengers shall adhere to this policy. In particular, messengers shall be directly related to the conduct of university business. Exceptions may be made for humanitarian purposes such as the death or funeral arrangements of a member of the “NSU family”.
- E-mails sent to messenger for distribution must originate from an nsula.edu e-mail address.
- Messages destined to faculty and staff will be emailed to messenger@nsula.edu for delivery.
- Messages destined to students will be emailed to studentmessenger@nsula.edu for delivery.
- In order for messages to be mobile friendly attachment sizes will be limited 500KB.
- Attachments should be in a widely readable format such as JPG or PDF. Files that have application dependences such as Microsoft Word, PowerPoint or Excel will not be allowed.