



In the spring of 2007, the BWH Biomedical Research Institute (BRI), along with BWH Research Administration and Partners Research Computing developed a new system of email communication for the BWH research community.

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This new system allows participants to receive only the information of greatest interest to them. Anyone may receive BWH Research Emails by rc@bwhbri.org. This system enables the BWH Biomedical Research Institute to tailor internal communications and continuously improve methods for outreach. Messages will also be posted on the BRI Research Intranet.

The Research Connection e-newsletter (formally the RICS listserv managed by Angela Vail) will continue to be distributed twice per week on Tuesdays and Thursdays. It contains any announcement, event, or notice considered to be relevant to the BWH research community. Four other basic categories exist to give BWH information included in the Research Connection e-newsletter. Categories include:

Friday Funding and Grant Opportunities

Sent Fridays, this e-newsletter contains links to the latest NIH RFAs, RFPs, and PAs as well as internal and foundation opportunities as they become available. Current opportunities are recorded on the BWH Research Intranet at <http://bwhbri.partners.org/ResearchAdmin/Grants/RICSFundingOpps.asp>.

Notices from the BRI

The BWH Biomedical Research Institute (BRI) sends periodic announcements about news, funding opportunities, event and seminar information, BRI-sponsored events and other items of interest to the BWH research community. Information on the BRI Centers and Programs can be found at <http://bwhbri.partners.org/BRI/>.

Notices for Postdoctoral Fellows and Research Faculty

The BWH Biomedical Research Institute (BRI) Career Development and Diversity (CFDD), publishes a weekly newsletter focused on the career development needs and interests of researchers at all levels. The newsletter includes information about: career and professional development programs such as grant writing workshops, manuscript writing, CV writing, and discussions on science careers away from BWH; networking and mentoring tools and tips; links to helpful resources such as the National Postdoctoral Association; postdoc networking events, and more. For more information, visit <http://bwhbri.partners.org/bwh-opc/home.asp> (site only for BWH research community).

Notices from the Center for Clinical Investigation

Informational emails intended for the clinical research community at BWH. Communications include policy updates, funding opportunities, educational information about the BWH Center for Clinical Investigation (CCI) and Harvard Catalyst, visit <http://www.brighamandwomens.org/cci>.

BWH Research Connection Email Series – In Brief –

RC Intranet Archives:

<http://bwhbri.partners.org/researchconnection/>

RC Live Lunch Series:

<http://bwhbri.partners.org/researchconnection/LiveLunch.asp>

Online Form to Share/Promote via the RC:

<http://bwhbri.partners.org/researchconnection/submit.asp>

RC Subscribe/Unsubscribe Form:

<http://tinyurl.com/2f8qz4>

General Inquiries and Submissions:

bwhresearch@partners.org



Publishing and Content

Editing Your Email Profile

Of course, you may have noticed that some of the content of any email message sent via the BWH Research Email Series.

Subscribing and Unsubscribing

For more information on how to subscribe to the BWH Research Email Series, visit: <http://www.partners.org/rescomputing/content/bwh/subscribebwh.html>.

Advertising your Event or Announcement to the BWH Research Connection E-Newsletter

To request that your event, announcement, or notice be advertised via the BWH Research Connection e-newsletter, complete the following web form: <http://bwhbri.partners.org/communityemail/submit.asp>.

If you are a member of the BWH community and do not have access to the BWH Research Intranet, we will ask that you begin the process of securing a Partners ID and possibly VPN access to the Partners network (see the section on Technical Considerations). In the meantime, you may send your request via email to the following address: bwhresearch@partners.org. Please include: (1) the event title, date, time, location, description, and sponsor; (2) a corresponding website URL (if applicable); (3) When you would like to see your event advertised (immediately preceding event, one week before the event, or immediately); (4) the event contact's name and email address.

Requirements for BWH Research Announcements

Whether you submit via the web form or by email to bwhresearch@partners.org, we ask that you adhere to the following guidelines:

- ◆ Please use standard capitalization when submitting requests. Do not use all capital letters, likewise, do not just write with lowercase text.
- ◆ Please spell-check your work.
- ◆ We cannot send attachments, but we can include URLs. If you have a document that you'd like to make available via the web and you don't have access to a web server, you can look into publishing your document to the BWH Research Intranet. Information on how to get started is located at <http://bwhbri.partners.org/intraguide.asp>.
- ◆ We reserve the right to edit content.
- ◆ We reserve the right to reject submissions.

Technical Considerations

The BWH/Partners Intranet Environment

All messages sent via the Research Connection, including abbreviated event notices, will be available on the Research Intranet. To access the BWH Research Intranet, visit <http://bwhbri.partners.org>. If you are not currently a member of the BWH Research community, you will need to establish a VPN connection. (See the side bar for more information.) Should you need assistance, contact the BWH Research Information Computing Systems (RICS) team, which is available to assist members of the BWH research community with their IS needs.

Email: support@rics.bwh.harvard.edu

URL: <http://rics.partners.org/>

HTML versus Text Only Emails

The Lyris List Manager application enables us to send both HTML and text-only messages simultaneously, which should enable your email client to display your viewing preference. If emails do not meet your expectations, please send feedback to bwhresearch@partners.org. Be sure to mention which operating system you use (Mac, PC, etc.), your email client (Outlook, Eudora, etc.), and if possible, a screen shot of the e-newsletter.

How to Access the BWH/Partners Intranet

1. Obtain a Partners username and password by contacting your department keygiver/manager.
2. Once you obtain a Partners Username, request remote access. A summary of "remote access" is available on the Partners Research Computing website: <http://www.partners.org/rescomputing/template.asp?pagelid=6>