



...and why you should continue reading.

At no cost to you as a district employee/student, you now have access to:

- **5 Licenses to Microsoft Office Suite** – downloadable to any personal device (i.e. tablet, cell, home comp.) that auto-upgrades as new versions of Office are released.
- **1 TB of storage** – information is now accessible from any device that can access the internet
- Collaborative file sharing, convenient access to docs, and other cloud-based (Google, DropBox, etc.) functions that systems offer.

To compare:

Amenity	Before Office 365	With Office 365
<i>Microsoft Office</i>	Accessible on district-licensed technology; no access of downloading to home/personal devices	5 licenses to download, that update and are always latest version of Microsoft Office, to any <u>non-district</u> technological device you choose. *DO NOT INSTALL ON DISTRICT TECHNOLOGY.
<i>Personal Data Storage</i>	District limits of storage space: 10GB – for staff 200 MB – for student	1 TB (1000 GB) for <u>all</u> users

"SIGN ME UP!" You ask?

You are already.

Visit office.luhdsd.net for access (no "www")

Staff: Username is network login (example: airolat@luhdsd.net) and password is same as your login to computer at startup)

Students: Username: (Student ID)@luhdsd.net (example: 1234567@luhdsd.net)
Password is same as network login (Date of birth YYYYMMDD)

You will find a movie with information on how to login and a brief tour (under 5 minutes) at <http://www.screencast.com/t/xOM70LmlGxe>

Future PD

In addition to short video recordings accessible 24/7, the following dates will be collaborative events in room 20 at Community Education Center/Independence High School. You will also be able to “attend” remotely through online alternatives for a live experience of event (more to come on this).

Teacher hourly pay is available for those in attendance.

Sept 15, 29: Office 365 Basics - This workshop will assist users in logging into Office 365 and creating, sharing, saving documents and taking a basic “test drive” of what Office 365 has to offer.

Nov. 3, Dec. 1: Office 365 Examining Function – This workshop will be for the intermediate user wanting to learn more about best practices with incorporating Office 365 into learning environments.

More to come...