

# Outlook Live

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## Teacher Email Office 2010

Microsoft®  
Outlook Live

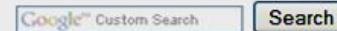
# Purpose

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- **Free server hosted email service**
- **Student and teacher email tool**
- **Web-based Office 2010 apps**
  1. Word
  2. PowerPoint
  3. Excel
  4. One Note
  5. Any browser can be used

# Online Handouts

http://**webclass.org**



## About Us

## Atomic Learning

## Desktop Setup

## EasyTech

## Elementary Storytelling

- Audacity
- Creating a Digital Story
- Digital Cameras
- EPISD Photo Release
- iPod - Getting Started
- Podcast Projects
- Syncing video iPod
- Using iTunes
- Windows Movie Maker
  - MOV - WMV converter
  - MP4 - AVI converter
  - WMV - MP4 converter

## ePALS Student Email

## Excel 2007

## Keyboarding

## Mapping Printers

## Outlook Live

- Student Quick Reference
- Teacher Quick Reference

## PowerPoint 2007

## Project Share

Education and training via the internet are growing rapidly. Accessibility from home or school makes Internet handouts a viable alternative to hardcopy handouts and tutorials.

**Webclass.org** provides:

- Workshop handouts available anytime, anywhere
- Cambridge online dictionary
- Web-based [Keyboarding](#)
- Lesson plan [calendar](#)

After all, **Webclass.org** can be *anywhere you want it to be....*

## Elementary Storytelling in iTunes

**Select** **Teacher Quick Reference**

# Initial Teacher Login

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http://**outlook.com**

Windows Live ID:

**username** @ epschools.net

Password:

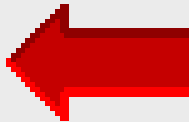
**1 2 3 4 5 6** no spaces

[Forgot your password?](#)

Remember me

Remember my password

Sign in



## Windows Live ID

EPISD username @ **epschools.net**

# Initial Student Login

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http://**outlook.com**

Windows Live ID:

**Student ID** @ epschools.net

Password:

**DOB** **ddmmyyyy**

[Forgot your password?](#)

Remember me

Remember my password

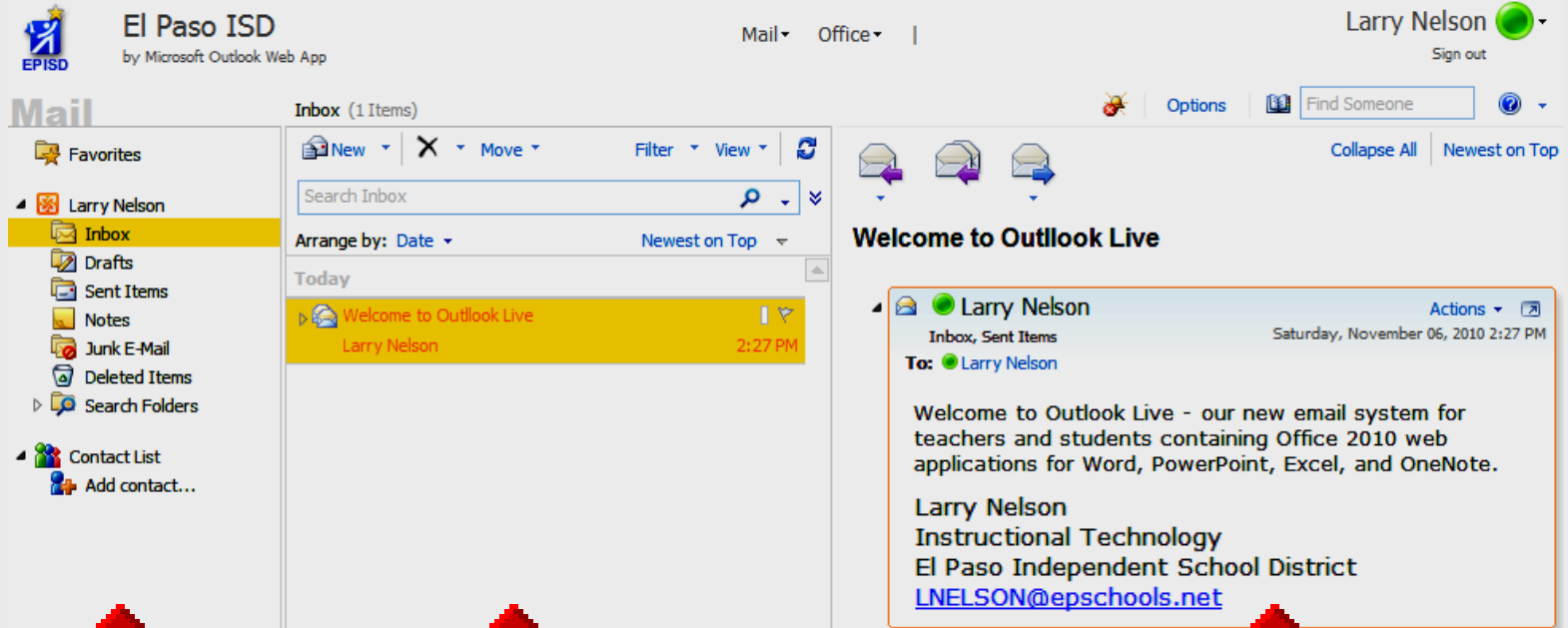
Sign in



## Windows Live ID

Student ID @ **epschools.net**

# Mail View



The screenshot shows the Outlook Web App interface for El Paso ISD. The top navigation bar includes the EPISD logo, the user name 'Larry Nelson', and the text 'by Microsoft Outlook Web App'. The main area is divided into three panes: a left sidebar for 'Mail' folders, a central 'Inbox' pane, and a right 'Reading Pane' for email preview. The 'Inbox' pane shows one item: 'Welcome to Outlook Live' from 'Larry Nelson' received on 'Saturday, November 06, 2010 2:27 PM'. The 'Reading Pane' displays the full content of this email, including a welcome message and contact information for Larry Nelson at El Paso Independent School District.



**Folders**



**Inbox**



**Reading Pane**  
Email Preview

# Outlook Live

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## Change Password

Microsoft®  
Outlook Live

# Change Password

El Paso ISD  
by Microsoft Outlook Web App

Mail Office | Larry Nelson Sign out

Mail

Inbox (1 Items)

Options Find Someone Collapse All Newest on Top

Click Options

Welcome to MS Outlook Live, our new student email application for EPISD students in grades 6-12.

# Change Password

Microsoft Outlook Web App Beta

Larry Nelson Sign out

My Mail ?

**Account**

- Organize E-Mail
- Groups
- Settings
- Phone
- Block or Allow

**Account Information - Larry Nelson**

**General**

Display name: Larry Nelson  
Windows Live ID: lnelson@epschools.net

**Contact Numbers**

Work phone:  
Mobile phone:

Edit

**Connected Accounts**

**Heading out?**

Tell people you're on vacation

**Shortcuts to other things you can do**

- Forward your mail using Inbox rules
- Learn how to get Direct Push e-mail on your mobile phone
- Connect Outlook to this account
- Change your password**

**Like it? Don't like it?**

We'd like to know what you think. Please give us feedback.

**Select  
Change your Password**

# Change Password

## Account information

Windows Live ID: Inelson@epschools.net	Change
Unique ID: 0003400198C86495	
Name: Not specified	Add
Registered since: September 07, 2010	
Country/region: United States	Change
Birth date:	Change
Password: *****	Change

## Password reset information

Let us know where we can send notifications if you need to reset your account.

Email: Add		
Inelson@episd.org	Confirmed	Remove
Inelson@epschools.net	Confirmed	Remove
Mobile phone: Add		
Trusted PC: Add		
Question: Default secret question?	Change	

**Click Change**

# Password Change

Change your password

Teacher

Account ► Password

A strong password helps prevent unauthorized access to your email account.

Windows Live ID: Inelson@epschools.net

Old password: **1 2 3 4 5 6 no spaces**

[Forgot your password?](#)

Type new password: **Current EPISD password**

Six-characters minimum; case sensitive

Password strength:

Retype new password: **Current EPISD password**

Make my password expire every 72 days



Save

Cancel

# Password Change

Change your password

Student

Account ► Password

A strong password helps prevent unauthorized access to your email account.

Windows Live ID: Inelson@epschools.net

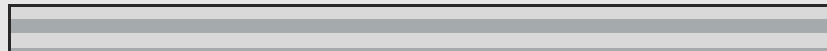
Old password: **ddmmyyy DOB**

[Forgot your password?](#)

Type new password: **Favorite password**

Six-characters minimum; case sensitive

Password strength:

A horizontal progress bar with a grey fill, indicating the strength of the password.

Retype new password: **Favorite password**

Make my password expire every 72 days



Save

Cancel

# Outlook Live

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## Signature Block Email Views

Microsoft®  
Outlook Live

# Email Signature

The screenshot displays the Microsoft Outlook Web App interface for El Paso ISD. The top navigation bar includes the EPISD logo, the text "El Paso ISD by Microsoft Outlook Web App", and user information for "Larry Nelson" with a "Sign out" link. The main content area shows an "Inbox (1 Items)" with a single email titled "Welcome to Outlook Live" from "Larry Nelson" received at "8:15 AM". A red arrow points to the "Options" button in the top right corner of the email view. A blue-bordered callout box with the text "Click Options" is positioned over the arrow. Below the callout box, a snippet of the email signature is visible: "Welcome to MS Outlook Live, our new student email application for EPISD students in grades 6-12."

# Email Signature

Microsoft Outlook Web App  
Beta

Larry Nelson  
Sign out

My Mail

**Account**

- Organize E-Mail
- Groups
- Settings**
- Phone
- Block or Allow

**Account Information - Larry Nelson**

**General**

Mobile phone:

Edit

**Connected Accounts**

You can connect your Outlook Web App account to your other e-mail accounts. This lets you use your Outlook Web App account to send and receive mail from the connected accounts.

New... Details X Refresh

Account Name	Status	Action
There are no items to show in this view.		

**Heading out?**

Tell people you're on vacation

**Shortcuts to other things you can do**

- Forward your mail using Inbox rules
- Learn how to get Direct Push e-mail on your mobile phone
- Connect Outlook to this account
- Change your password

**Like it? Don't like it?**

We'd like to know what you think. Please give us feedback.

**Click Settings**

# Teacher Signature Block

Microsoft Outlook Web App Beta

Larry Nelson Sign out

My Mail

Account  
Organize E-Mail  
Groups

Settings  
Phone  
Block or Allow

Mail Spelling Calendar General Regional

**Teacher**

**Name – Dept  
School  
Email address**

**E-Mail Signature**

Verdana 10 B I U

abc [list icons] [link icon] [undo icon] [redo icon] [insert icon] [x<sup>2</sup> icon] [x<sub>2</sub> icon] [undo icon] [redo icon]

Larry Nelson  
Instructional Technology  
El Paso Independent School District  
[LNELSON@epschools.net](mailto:LNELSON@epschools.net)

Automatically include my signature on messages I send

Choose when items should be marked as Read.  
 Mark the item displayed in the Reading Pane as Read  
Wait 1 seconds before marking the item as Read  
 Mark the item as Read when the selection changes  
 Don't automatically mark items as Read

Save

# Student Signature Block

Microsoft Outlook Web App Beta

Larry Nelson Sign out

My Mail ?

Account  
Organize E-Mail  
Groups

Settings  
Phone  
Block or Allow

Mail Spelling Calendar General Regional

**E-Mail Signature**

Verdana 10 B I U

abc [list icons] [undo] [redo] [insert link] [insert image] [x<sup>2</sup>] [x<sub>2</sub>] [left] [right]

John Doe  
ABC High School

Automatically include my signature on messages I send

**Reading Pane**

Choose when items should be marked as Read.

Mark the item displayed in the Reading Pane as Read  
Wait 1 seconds before marking the item as Read

Mark the item as Read when the selection changes

Don't automatically mark items as Read

Save

**Student**

**Name** (no nickname)  
**School**

# Mail View

Microsoft® Outlook Web App Beta

Larry Nelson Sign out

My Mail

Account  
Organize E-Mail  
Groups

Settings  
Phone  
Block or Allow

Mail Spelling Calendar General Regional

### E-Mail Signature

Verdana 10 B I U

abc [list icons] [list icons] [list icons] [list icons] [list icons] [list icons] [list icons] [list icons] [list icons] [list icons]

Larry Nelson  
Instructional Technology  
El Paso Independent School District  
[LNELSON@epschools.net](mailto:LNELSON@epschools.net)

Automatically include my signature on messages I send

### Read Receipts

Choose how to respond to requests for read receipts.

Ask me before sending a response  
 Always send a response  
 Never send a response

### Reading Pane

Choose when items should be marked as Read.

Mark the item displayed in the Reading Pane as Read  
Wait  seconds before marking the item as Read  
 Mark the item as Read when the selection changes  
 Don't automatically mark items as Read

✓ Save

# Mail View *with* Reading Pane

The screenshot displays the Outlook Web App interface for El Paso ISD. At the top left is the EPISD logo and the text "El Paso ISD by Microsoft Outlook Web App". The top right shows the user's name "Larry Nelson" and a "Sign out" link. Below the header, the "Mail" section is visible. On the left, a "Favorites" sidebar lists folders: "Larry Nelson", "Inbox", "Drafts", "Sent Items", "Notes", "Junk E-Mail", "Deleted Items", "Search Folders", "Contact List", and "Add contact...". The "Inbox" folder is selected and highlighted in yellow. The main area shows the "Inbox (1 Items)" with a search bar and "Arrange by: Date" set to "Newest on Top". A single email is listed: "Welcome to Outlook Live" by "Larry Nelson" at "2:27 PM". To the right, the "Reading Pane" is open, showing the email's content. The email header includes "Larry Nelson", "Inbox, Sent Items", and "Saturday, November 06, 2010 2:27 PM". The body text reads: "Welcome to Outlook Live - our new email system for teachers and students containing Office 2010 web applications for Word, PowerPoint, Excel, and OneNote." followed by the sender's contact information: "Larry Nelson, Instructional Technology, El Paso Independent School District, [LNELSON@epschools.net](mailto:LNELSON@epschools.net)".

Signature  
Block



Folders



Inbox



Reading Pane

Email Preview

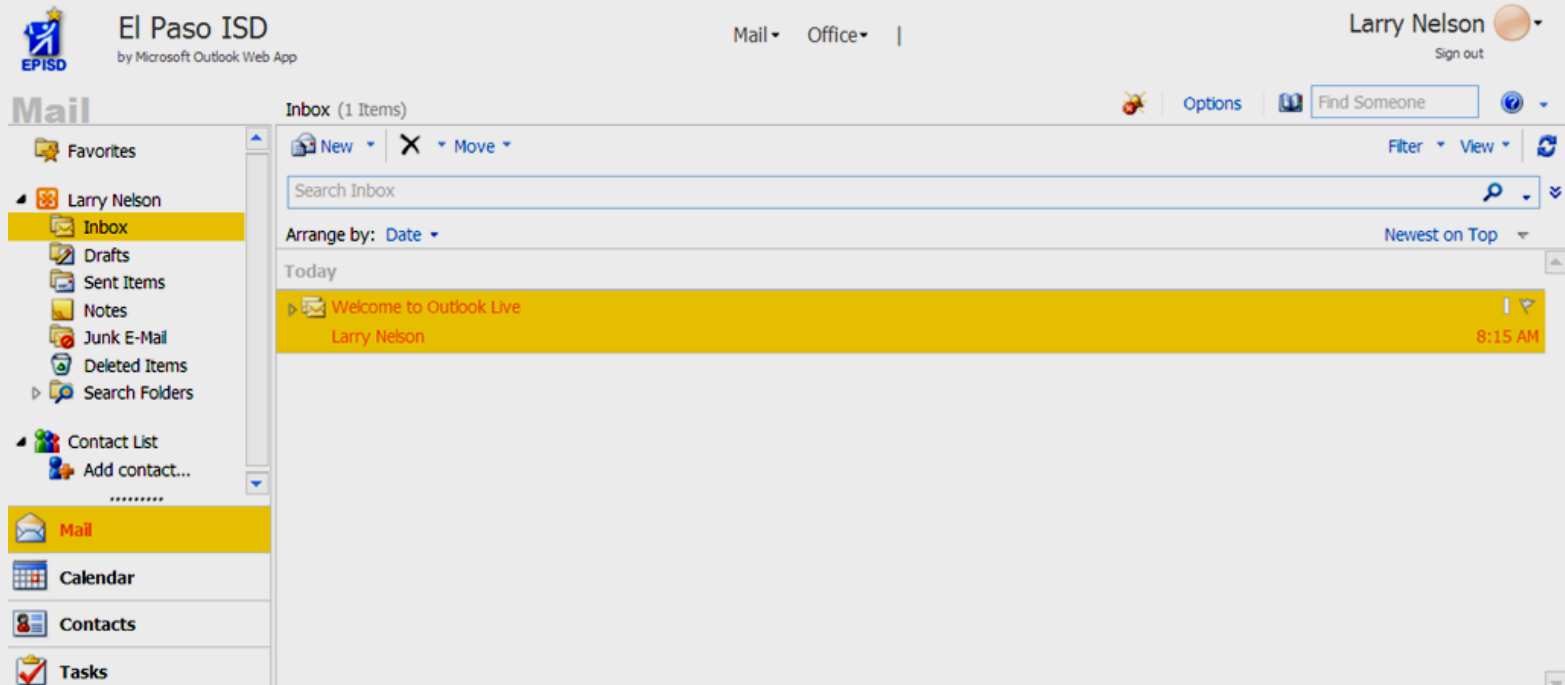
# Reading Pane OFF

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- **Select View**
- **Select Off**

# Mail View *w/o* Reading Pane



**Folders**



**Inbox**

# Open Mail



The screenshot shows the Microsoft Outlook Web App interface for El Paso ISD. The user is logged in as Larry Nelson. The interface includes a navigation pane on the left with folders like Favorites, Larry Nelson, and Mail. The main area shows the 'Inbox (1 Items)' with a single email titled 'Welcome to Outlook Live' from Larry Nelson, received at 8:15 AM. A red arrow points to the subject line of this email. The text 'Double-click on email Subject' is overlaid on the screenshot.

# Open Mail



El Paso ISD  
by Microsoft Outlook Web App

Mail ▾ Office ▾ |

## Mail

Navigation pane showing folders and options:

- Favorites
- Larry Nelson
  - Inbox
  - Drafts
  - Sent Items
  - Notes
  - Junk E-Mail
  - Deleted Items
  - Search Folders
- Contact List
  - Add contact...
- \*\*\*\*\*
- Mail
- Calendar
- Contacts
- Tasks

Inbox (1 Items)

New ▾ | X ▾ Move ▾

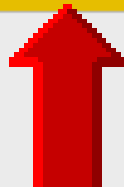
Search Inbox

Arrange by: Date ▾

Today

Welcome to Outlook Live

Larry Nelson



**Double-click on icon  
to open and read email**

# View Email



## Welcome to Outlook Live

 Larry Nelson

**Sent:** Saturday, November 06, 2010 2:27 PM

**To:**  Larry Nelson


Welcome to Outlook Live - our new email system for teachers and students containing Office 2010 web applications for Word, PowerPoint, Excel, and OneNote.

Larry Nelson  
Instructional Technology  
El Paso Independent School District  
[LNELSON@epschools.net](mailto:LNELSON@epschools.net)

# Reply *to* Email



**Welcome to Outlook Live**

 [Larry Nelson](#)

**Sent:** Saturday, November 06, 2010 2:27 PM

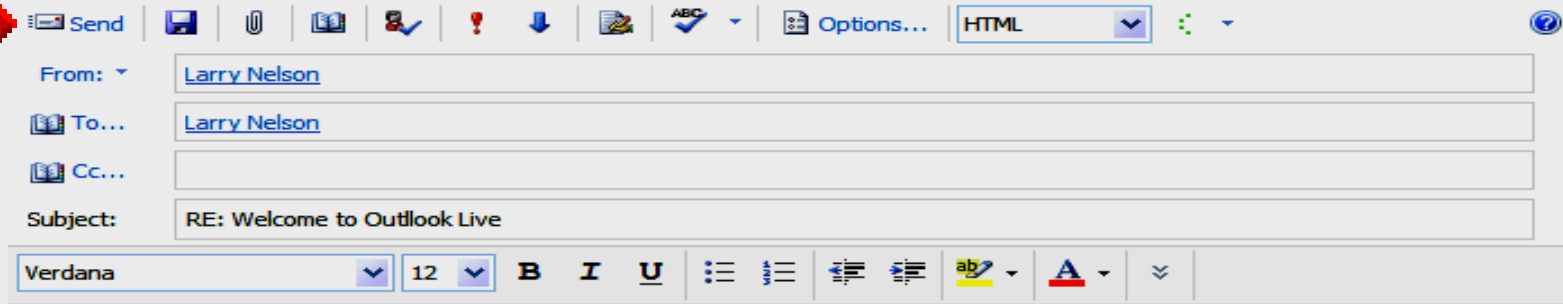
**To:**  [Larry Nelson](#)

Welcome to Outlook Live - our new email system for teachers and students containing Office 2010 web applications for Word, PowerPoint, Excel, and OneNote.

Larry Nelson  
Instructional Technology  
El Paso Independent School District  
[LNELSON@epschools.net](mailto:LNELSON@epschools.net)

**Click Reply**

# Reply *and* Send



Type reply above signature block

Hi Larry -

Every good boy does fine. Every girl bakes delicious fudge. FACE in the space.

Larry Nelson  
Instructional Technology  
El Paso Independent School District  
[LNELSON@epschools.net](mailto:LNELSON@epschools.net)

---

**From:** Larry Nelson  
**Sent:** Saturday, November 06, 2010 2:27 PM  
**To:** Larry Nelson  
**Subject:** Welcome to Outlook Live

Welcome to Outlook Live - our new email system for web applications for Word, PowerPoint, Excel, and O

Larry Nelson  
Instructional Technology  
El Paso Independent School District  
[LNELSON@epschools.net](mailto:LNELSON@epschools.net)

**Original email  
included in reply**

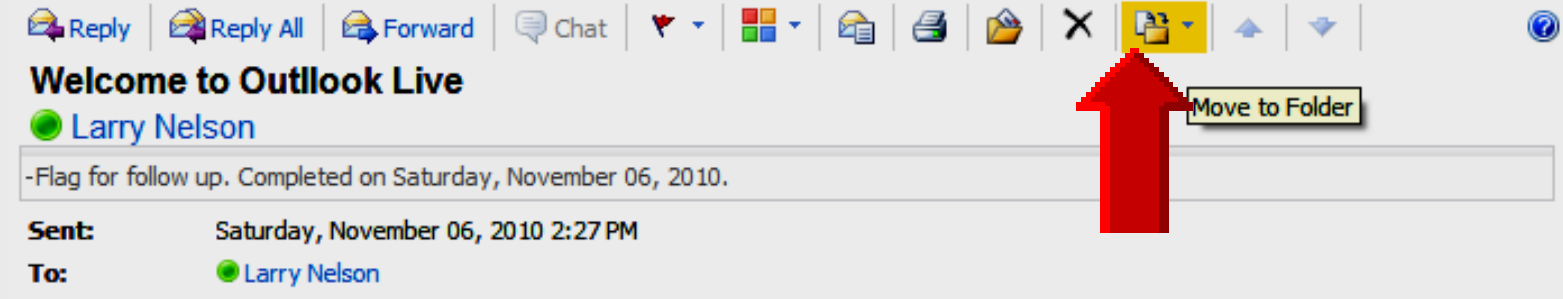
# Outlook Live

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## Creating Folders

Microsoft®  
Outlook Live

# Move *to* Folder



Welcome to Outlook Live - our new email system for teachers and students containing Office 2010 web applications for Word, PowerPoint, Excel, and OneNote.

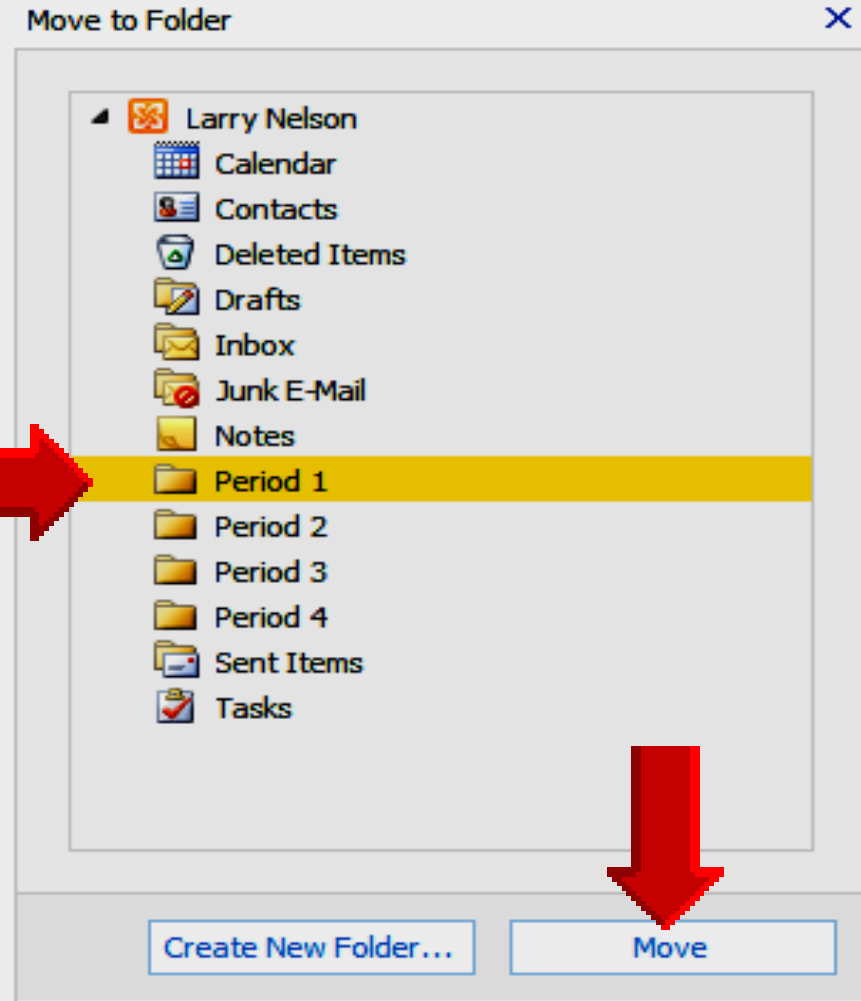
Larry Nelson  
Instructional Technology  
El Paso Independent School District  
[LNELSON@epschools.org](mailto:LNELSON@epschools.org)

**Click icon** Move to Folder

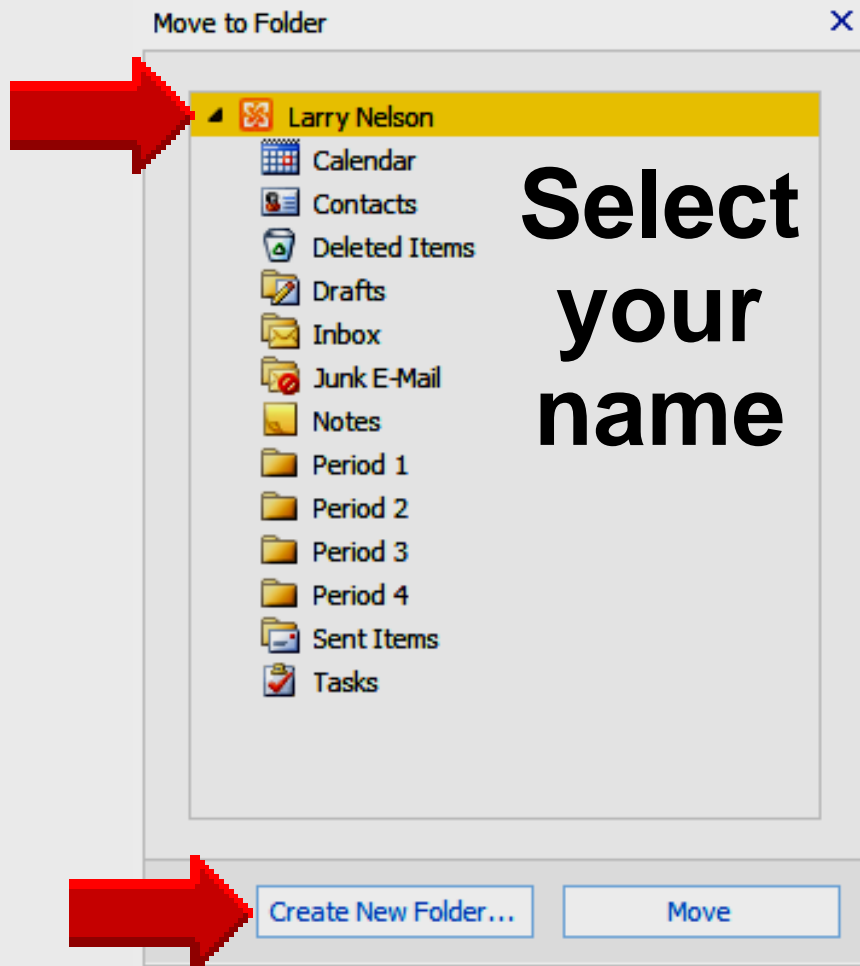


# Move *to* Folder

**Select folder**  
**Click Move**



# Create New Folder



# Outlook Live

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## Creating Groups

Microsoft®  
Outlook Live

# Public Groups

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- **No private address books**
- **Teacher can restrict access**
  1. All membership requests denied
  2. No emails can be sent to group
  3. Student ID usernames not viewed
  4. Creates group's email address
- **Organization can view group**

# Create Group

El Paso ISD  
by Microsoft Outlook Web App

Mail Office | Larry Nelson Sign out

Mail

Inbox (1 Items)

New Move Filter View

Search Inbox

Arrange by: Date Newest on Top

Today

Welcome to Outlook Live  
Larry Nelson 8:15 AM

Options Find Someone Collapse All Newest on Top

**Click Options**

Welcome to MS Outlook Live, our new student email application for EPISD students in grades 6-12.

Favorites  
Larry Nelson  
Inbox  
Drafts  
Sent Items  
Notes  
Junk E-Mail  
Deleted Items  
Search Folders  
Contact List  
Add contact...  
Mail  
Calendar  
Contacts  
Tasks

# Create Group

Microsoft® Outlook Web App Beta

Larry Nelson Sign out

My Mail

Account

Organize E-Mail

**Groups**

Public Groups

A public 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.

**Select Groups**

Public Groups I Own

New... Details X Refresh

Search groups

Display Name	E-Mail Address
There are no items to show in this view.	

0 selected of 0 total

# Create Group

Microsoft® Outlook® Web App  
Beta

Larry Nelson  
Sign out

My Mail

Account  
Organize E-Mail  
**Groups**  
Settings  
Phone  
Block or Allow

Public Groups

A public 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.

**Public Groups I Belong To**

Join... Leave Details

Search groups

Display Name E-Mail Address

There are no items to show in this view.

0 selected of 0 total

**Public Groups I Own**

New... Details

Search groups

Display Name E-Mail Address

**Click New**

0 selected of 0 total

# New Group

## New Group

\*Required fields

### General

\* Display name:

Nelson\_Period1

\* E-mail address:

nelson\_per1

@

epschools.net

Description:


Social Studies - Period 1  
Mr. Nelson  
Room 108

- **Display name**  
Appears in **To:** in group email address
- **Email address**  
Create **group email address** – **no spaces**

# Ownership

Ownership 

\* Owners:

 Add...  Remove

 Larry Nelson



- **Teacher is owner by default**
- **Click **Add** to add additional owners**

# Membership

## Membership

Members:

Add group owners as members



Add...

Remove

- **Optional for teacher membership**
- **Sent mails received in **Inbox** and **Sent Items** folders**
- **Click **Add** to add students**

# Add Students

golden

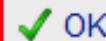
Display Name	E-Mail Address
Golden Brown	398994@epschools.net
Kaila Goldenberg	513329@epschools.net
Liyah Goldenberg	513186@epschools.net
Stephen Goldenberg	519034@epschools.net

- Search EPISD address book
- Highlight student name
- Click **Add** to add student

1 selected of 4 total

Add ->

Ruben Rodriguez [remove]; Timothy Navar [remove];



OK



Cancel

# Membership Approval

---



## Membership Approval

Choose whether owner approval is required to join the group.

- Open: Anyone can join this group without being approved by the group owners.
- Closed: Members can be added only by the group owners. All requests to join will be rejected automatically.
- Owner Approval: All requests are approved or rejected by the group owners.



---

 Save  Cancel

- **Select Closed**
- **Click Save**

# Public Groups Owned

Microsoft® Outlook® Web App Beta

Larry Nelson Sign out

My Mail ?

Account  
Organize E-Mail  
**Groups**  
Settings  
Phone  
Block or Allow

Public Groups

## Click Details

A public 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.

### Public Groups I Belong To

Join... Leave Details

Display Name	E-Mail Address
There are no items to show in this view.	

0 selected of 0 total

### Public Groups I Own

New... Details

Display Name	E-Mail Address
Nelson_Period1	nelson_per1@epschools.net

1 selected of 1 total

# Message Approval

**Nelson\_Period1**

General ▾

Ownership ▾

Membership ▾

Membership Approval ▾

Delivery Management ▾

**Message Approval** ⬆

Messages sent to this group have to be approved by a moderator

Group moderators:

+ Add... | - Remove

If you don't select a moderator, the group owner will review and approve messages.

Senders who don't require message approval:

+ Add... | - Remove

You can select senders who can send messages to the group without message approval.

✓ Save | ✗ Cancel



**Click**  
Messages  
sent to this  
group . . .



# Outlook Live

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## Web Applications

Microsoft®  
Outlook Live

# Office 2010

El Paso ISD  
by Microsoft Outlook Web App

Mail Office | Larry Nelson Sign out

Options Find Someone Collapse All Newest on Top

Inbox (1 Items)

New Move Filter View

Search Inbox

Arrange by: Date

Today

Welcome to Outlook Live  
Larry Nelson

Actions  
Monday, November 01, 2010 8:15 AM

Hi Larry -  
Welcome to MS Outlook Live, our new student email application for EPISD students in grades 6-12.

Click Office

# Office 2010

The screenshot shows the Microsoft Office 2010 interface. At the top left is the El Paso ISD logo and name. The top right shows the user name 'Larry Nelson'. The main window is titled 'Mail' and shows an 'Inbox (1 Items)' with a single email from 'Larry Nelson' titled 'Welcome to Outlook Live' received at 8:15 AM. A red arrow points from the email to a 'New' menu that is open, displaying options: 'Recent documents', 'Your documents', 'Your groups', 'New Word document' (highlighted in yellow), 'New Excel workbook', 'New PowerPoint presentation', and 'New OneNote notebook'. The left sidebar contains navigation icons for Mail, Calendar, Contacts, and Tasks. The bottom right corner shows a partial view of a 'tion' button.

**Select**

**New Word document**

# Office 2010

Office  
Larry ▶ Office

Personal  
My Documents  
View all

Shared with me  
View all

New ▾ Add files

Search documents and more

Recent documents on SkyDrive

	Notebook1	Joe Meza	Oct. 29
	Presentation1	Larry Nelson	Sept. 23
	Document1	Larry Nelson	Sept. 23

View all | SkyDrive

Create a new online document

Word Excel PowerPoint OneNote



## Microsoft Outlook Live

Free hosted email with 10 GB inbox



## Microsoft Office Web Apps

Online companions to Word, Excel,



## Windows Live SkyDrive

25 GB of free online storage

# Office 2010



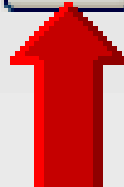
## New Microsoft Word document

Larry ▶ Office ▶ New Microsoft Word document

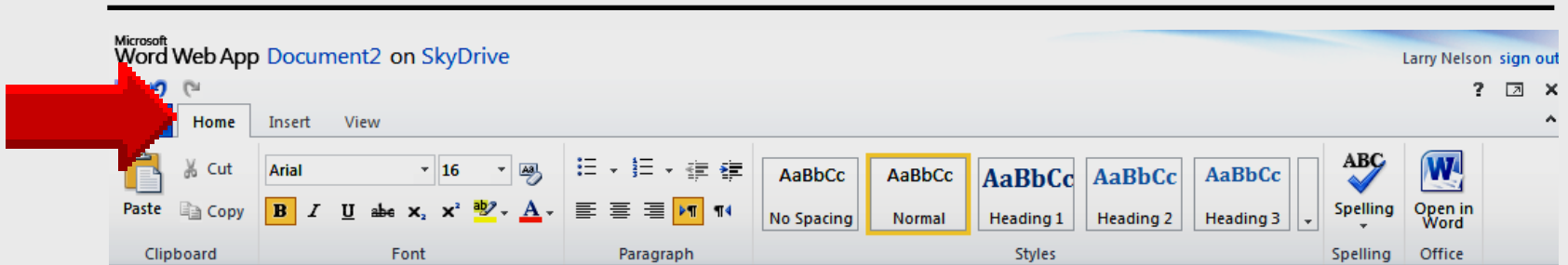


Name:  .docx

Share with: Friends [Change](#)



# Home Tab



## High school drama departments present various productions Oct. 27-Nov. 13

October 27, 2010 — EPISD News

Below is the schedule of productions:

**Austin High School** Drama Society presents "Is He Dead?" by Mark Twain, adapted by David Ives at 7 p.m. Oct. 27, 28, & 29 at 7 p.m. and 2 p.m. Oct. 30. Tickets: \$5.00 adults; \$4.00 students.

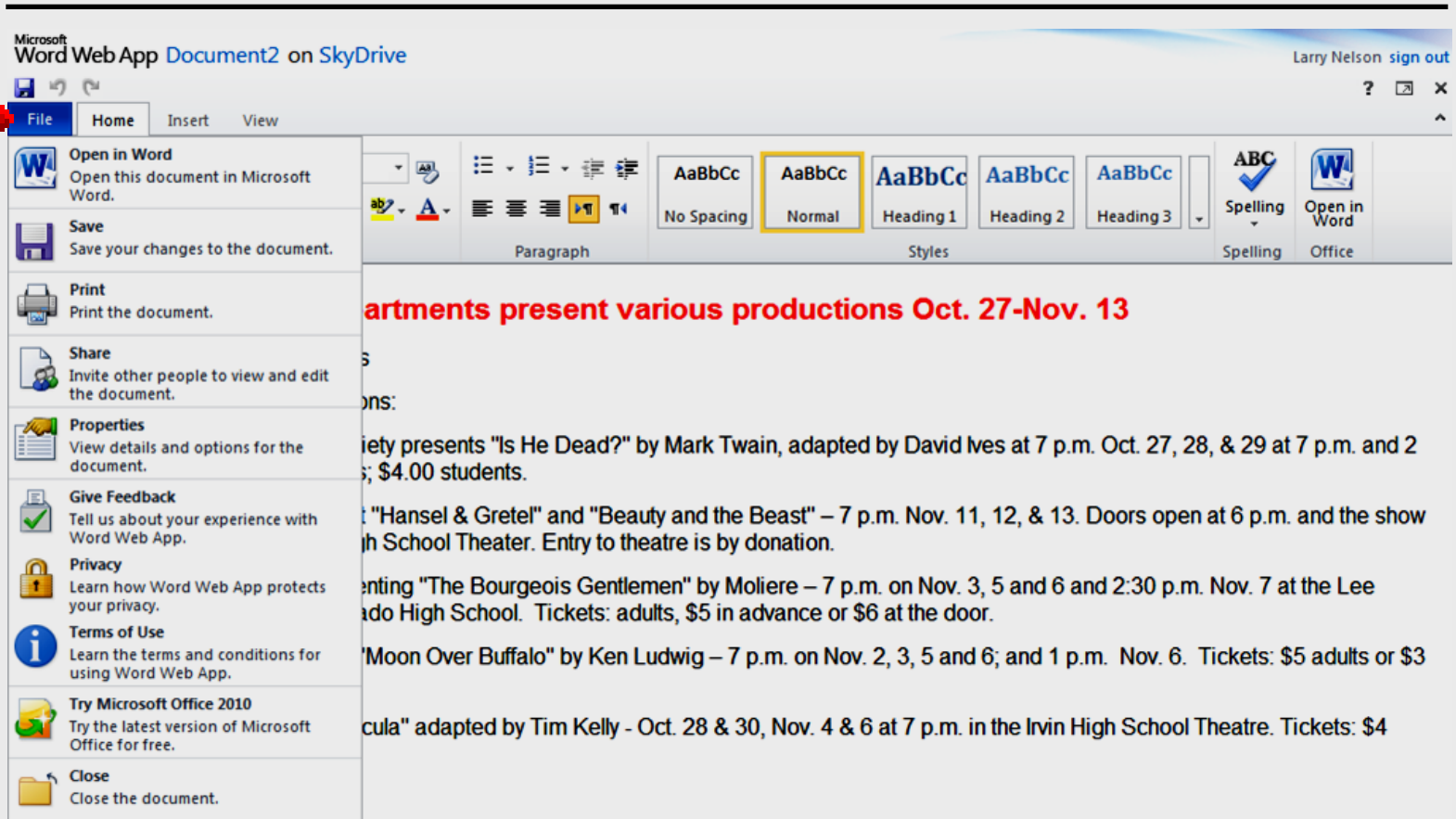
**Chapin High School** will present "Hansel & Gretel" and "Beauty and the Beast" – 7 p.m. Nov. 11, 12, & 13. Doors open at 6 p.m. and the show begins at 7 p.m. in the Chapin High School Theater. Entry to theatre is by donation.

**Coronado High School** is presenting "The Bourgeois Gentlemen" by Moliere – 7 p.m. on Nov. 3, 5 and 6 and 2:30 p.m. Nov. 7 at the Lee Ross Capshaw Theatre at Coronado High School. Tickets: adults, \$5 in advance or \$6 at the door.

**Franklin High School** presents "Moon Over Buffalo" by Ken Ludwig – 7 p.m. on Nov. 2, 3, 5 and 6; and 1 p.m. Nov. 6. Tickets: \$5 adults or \$3 students available at the door.

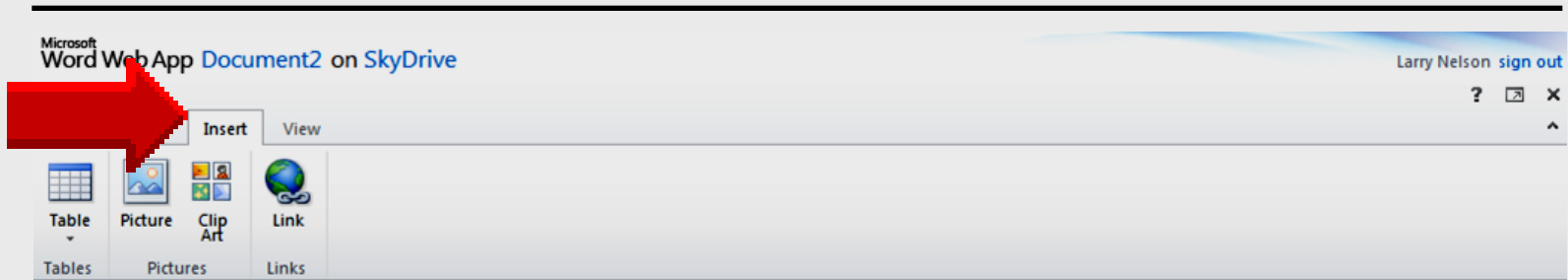
**Irvin High School** presents "Dracula" adapted by Tim Kelly - Oct. 28 & 30, Nov. 4 & 6 at 7 p.m. in the Irvin High School Theatre. Tickets: \$4 adults; \$2 students.

# File Tab



The screenshot shows the Microsoft Word Web App interface. At the top, it says "Microsoft Word Web App Document2 on SkyDrive" and "Larry Nelson sign out". The "File" tab is selected, and a red arrow points to it. The ribbon includes "Home", "Insert", and "View". The "File" menu is open, showing options like "Open in Word", "Save", "Print", "Share", "Properties", "Give Feedback", "Privacy", "Terms of Use", "Try Microsoft Office 2010", and "Close". The ribbon also shows "Paragraph" and "Styles" groups. The "Normal" style is highlighted in yellow. The document content is partially visible, showing a red heading: "Departments present various productions Oct. 27-Nov. 13".

# Insert Tab



## High school drama departments present various productions Oct. 27-Nov. 13

October 27, 2010 — EPISD News

Below is the schedule of productions:

**Austin High School** Drama Society presents "Is He Dead?" by Mark Twain, adapted by David Ives at 7 p.m. Oct. 27, 28, & 29 at 7 p.m. and 2 p.m. Oct. 30. Tickets: \$5.00 adults; \$4.00 students.

**Chapin High School** will present "Hansel & Gretel" and "Beauty and the Beast" – 7 p.m. Nov. 11, 12, & 13. Doors open at 6 p.m. and the show begins at 7 p.m. in the Chapin High School Theater. Entry to theatre is by donation.

**Coronado High School** is presenting "The Bourgeois Gentlemen" by Moliere – 7 p.m. on Nov. 3, 5 and 6 and 2:30 p.m. Nov. 7 at the Lee Ross Capshaw Theatre at Coronado High School. Tickets: adults, \$5 in advance or \$6 at the door.

**Franklin High School** presents "Moon Over Buffalo" by Ken Ludwig – 7 p.m. on Nov. 2, 3, 5 and 6; and 1 p.m. Nov. 6. Tickets: \$5 adults or \$3 students available at the door.

**Irvin High School** presents "Dracula" adapted by Tim Kelly - Oct. 28 & 30, Nov. 4 & 6 at 7 p.m. in the Irvin High School Theatre. Tickets: \$4 adults; \$2 students.

# View Tab



## High school drama departments present various productions Oct. 27-Nov. 13

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# Reading View

Microsoft Word Web App Document2 on SkyDrive Larry Nelson sign out

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# Windows Live

The screenshot shows the Windows Live login interface. On the left, there are three service icons: Hotmail (with the text 'The smart way to do email - fast, easy and reliable'), Messenger (with 'Stay in touch with the most important people in your life'), and SkyDrive (with 'Free, password-protected online storage'). Below these is a 'Sign up' button and a link for those without a Windows Live ID. On the right, the 'sign in' section contains a 'Windows Live ID' field with the text 'username@epschools.net', a 'Password' field, a 'Forgot your password?' link, two checkboxes for 'Remember me' (checked) and 'Remember my password', a 'Sign in' button, and a link for users on a new computer.

Windows Live

sign up

**Hotmail**  
The smart way to do email - fast, easy and reliable

**Messenger**  
Stay in touch with the most important people in your life

**SkyDrive**  
Free, password-protected online storage

Don't have a Windows Live ID? [Sign up](#)

One Windows Live ID gets you into **Hotmail**, **Messenger**, **Xbox LIVE** — and other Microsoft services.

sign in

Windows Live ID:

Password:

[Forgot your password?](#)

Remember me  
 Remember my password

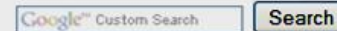
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