2011
To Login to Novell (the school network) use the following information:

Username is the 1st 3 letters of your first name and the first 5 letters of your last name

Example: Robin Finley would be… robfinle

Your password is your lunch code number, if you have not already changed it to a new password (your Library Media Specialist and Teachers can reset your password if you have forgotten it)

To Login the first time to E-mail:

You will be able to access your Webmail at school through this direct link https://mail.google.com/a/g.almasd.net You also can access the link by going to our home edline page and selecting Students> Student Email

Enter your SAME username(the 1st 3 letters of your first name and the first 5 letters of your last name) you used for Novel and your INITIAL password is asd+lunch code, so for example mine would be asd60366. We suggest that you make your email password the same as your Novel password
Movie to illustrate: http://almasd.net/tech_instruction/StudentGmail.htm

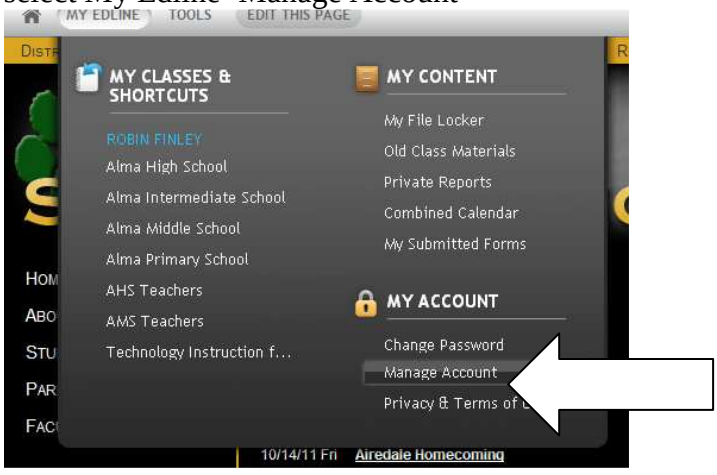
You will now be able to use this e-mail, which is GMAIL (Google student email) as your default e-mail. For example, my e-mail address would be: robfinle@g.almasd.net

Once you have created your account for Edline you will also be able to login to WEBMAIL from Edline

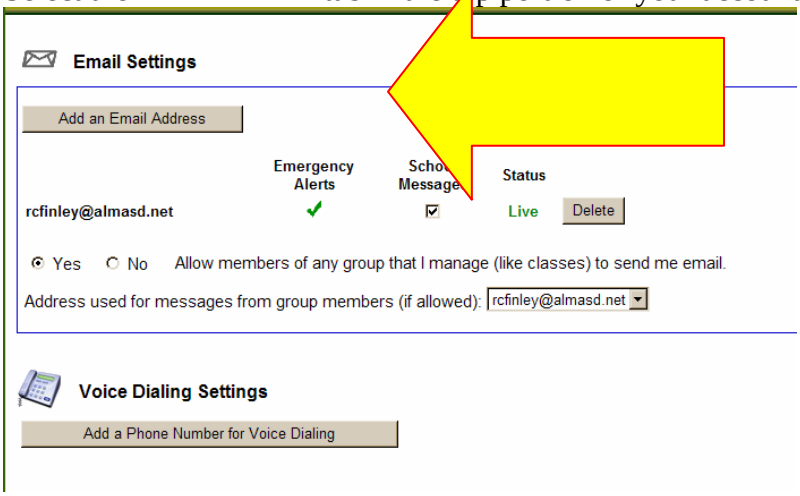
We have also provided a place on this Student Instruction Page where you can e-mail us if you have a specific issue in which you may need our assistance. Most issues will be resolved much quicker if you speak with your business course teacher or Library Media Specialist.

If you need help activating your account please find the information here: http://www.almasd.net/studentlinks.php this is also linked on your Student Edline Instruction page.

Notice that you may enter more than 1 email account to your Edline account. Login and select My Edline>Manage Account

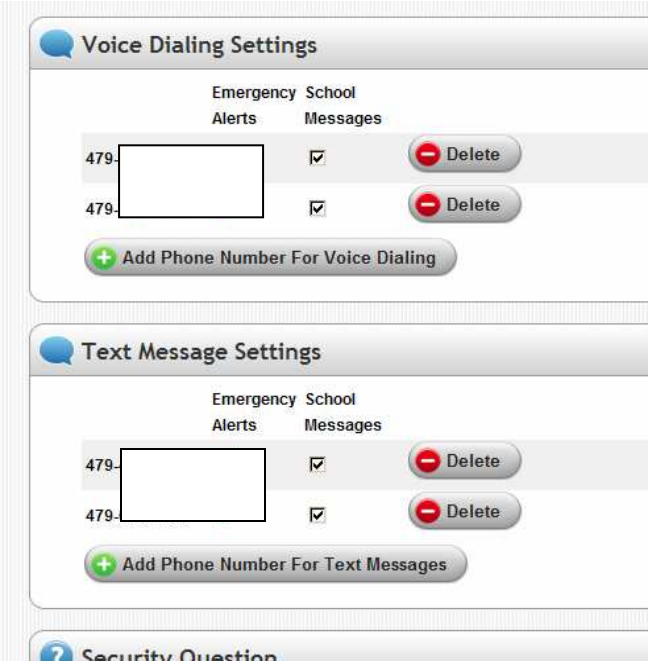


Select the ADD EMAIL tab in the top portion of your account information



A message will be sent to the email address you enter, VERIFYING that it is yours. ***You have to verify your address before the email becomes an active email address for your Edline account.***

The VOICE DIALING and TEXT MESSAGING is also available and we encourage you to enter your information



Students are to follow the Technology User Agreement as outlined by the AHS and AMS Student Handbook. A violation of the agreement may result in consequences and/or revocation of privileges. Student use of technology is a wonderful instructional tool and is to be used in a proper fashion.