



Heatherwood Tech.

Each student at Heatherwood has their own personal account to log on to the computers at school. In addition, students have a set amount of file storage space in these accounts. Due to the fact that your student is in technology class this semester, they tend to fill up that file storage space more quickly.

In tech class, we use a program called Microsoft OneNote as an electronic binder where students are keeping their evidence of their learning for each application or unit.

Throughout the semester these OneNote files will become too large for the file storage allowed on their student server accounts. In an effort preserve all their work for tech class and other classes at Heatherwood, we need to have the OneNote notebooks to the "cloud."

Microsoft OneNote is part of the web apps that Microsoft offers with their OneDrive accounts. OneDrive is a file hosting service that allows users to upload and sync files to cloud storage and then access them from a Web browser or their local device.

If you or your student already has an account with Live, MSN, Hotmail, Outlook etc. you already have access to OneDrive. Students will start with their individual OneNote notebooks for class in the cloud, they will be able to access all their resources for technology class completely online even at home!!

For your student to use their OneNote Notebook, I will start by guiding them through the process of using our class account. Then they will be able to share them to their own personal OneDrive account or to a parent/guardian account if you prefer.

Here are the options to consider for using OneDrive this semester in technology class:

- If your student is 13 or **older** they can create their own OneDrive account.
- If your student is 13 or **under**, you can create a OneDrive account for then to use for school.
- If you do not want your student to have their own account, they can use your account that you either already have or one you create.
- I have set an account up only for all technology classes, hwdtch@live.com , where students can access their class notebook.

To sign up your student in order for them access a personal OneDrive account go to <https://ondrive.live.com> . ***Please complete the information below to let Mrs. Pewitt know how your student will access OneDrive.**

Student Name:				
Parent/Guardian Name(s):				
OneDrive/Email Account to be used for school:				
Check all that apply:	<input type="checkbox"/> My student will use their own personal OneDrive account.	<input type="checkbox"/> My student will use a parent/guardian OneDrive account.	<input type="checkbox"/> My student will use the tech class OneDrive account.	<input type="checkbox"/> I will contact Mrs. Pewitt with my question: spewitt@everettsd.org