

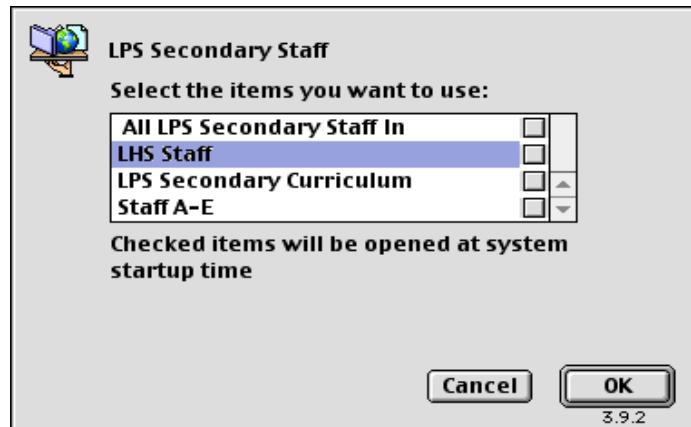
Access the LHS Staff Server

The LHS Staff server provides communal space where teachers can save work that is relevant to many members of your department.

1. Log on to Foolproof as Staff
2. Go to Chooser under the Apple Menu
3. Select AppleShare
4. Select Lexington Public Schools Zone
5. Select LPS Secondary Staff



6. Select LHS Staff



7. Click on the icon LHS Staff on your desktop
8. Click on LHS Departments and then look for your department