

Dear Parents,

We have a **wonderful opportunity** for you to get wonderful photos of your student (s) throughout the Salem Lutheran School year. A photo website has been set up by Mr. Al Gerhardt, Archive Media Coordinator, Salem Archives and Historical Research Center of Rosehill, on behalf of Salem Lutheran School.

You will be able to access the photos of your child's chapel or other school events and order **copies** for yourself. **The cost per print is .50 cents.** This covers the cost of photography, photo editing, uploading and maintaining the website. It's a small price to pay in order to capture the day-to-day moments of your child's school life.

You don't have to be an expert in internet navigation to learn how to access, select, and order prints. The cool thing about this website is that it is fully protected by special codes so that no one, except Salem families, has access to the photos on the site. This is a **protected way** to have access to some wonderful photos.

Here's how it works:

1. Your child's teacher will be given an **access code**
(Mr. Al Gerhardt will issue these codes as needed)
2. The teacher will **email** you the access code.
 - You may share with your family
 - You are **the only one** that can give out the code
3. The code is only good for **two (2) weeks** from the Monday after the event.
4. You may access the web via al@algphotos.com website.
 - You will be taken directly to the photo website.
 - Once you reach the website, you will be asked to set up a **personal account**
 - An **information sheet** is attached to help you navigate while on the website
5. Using the code given by your student's teacher, you may then enter the site and look at the albums.
6. If you miss the two (2) week window, you will need to contact Mr. Al Gerhardt for another access code.

That's it. It's that easy and you get great quality photographs of your child all year long!

If you should have any questions or need another access code, please contact Mr. Al Gerhardt directly at:

Home: 281.376.2386 * *Office:* 281.376.2386 * *Mobile:* 713.410.6542 * agerhardt@salem4u.com

Thank you,

Mrs. Marilyn DeWulf

Salem Lutheran School Yearbook Advisor, 281.351.8122 X2329

Salem Lutheran School Liaison for Salem Archives and Historical Research Center of Rosehill