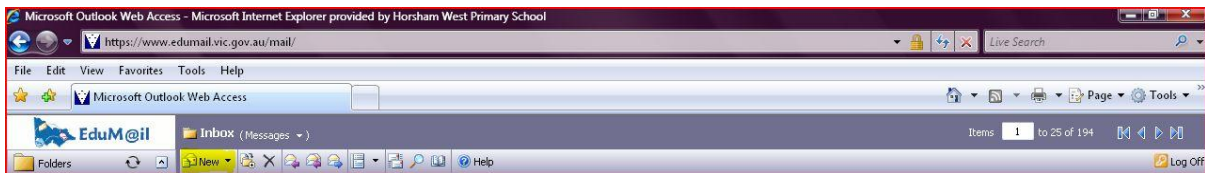
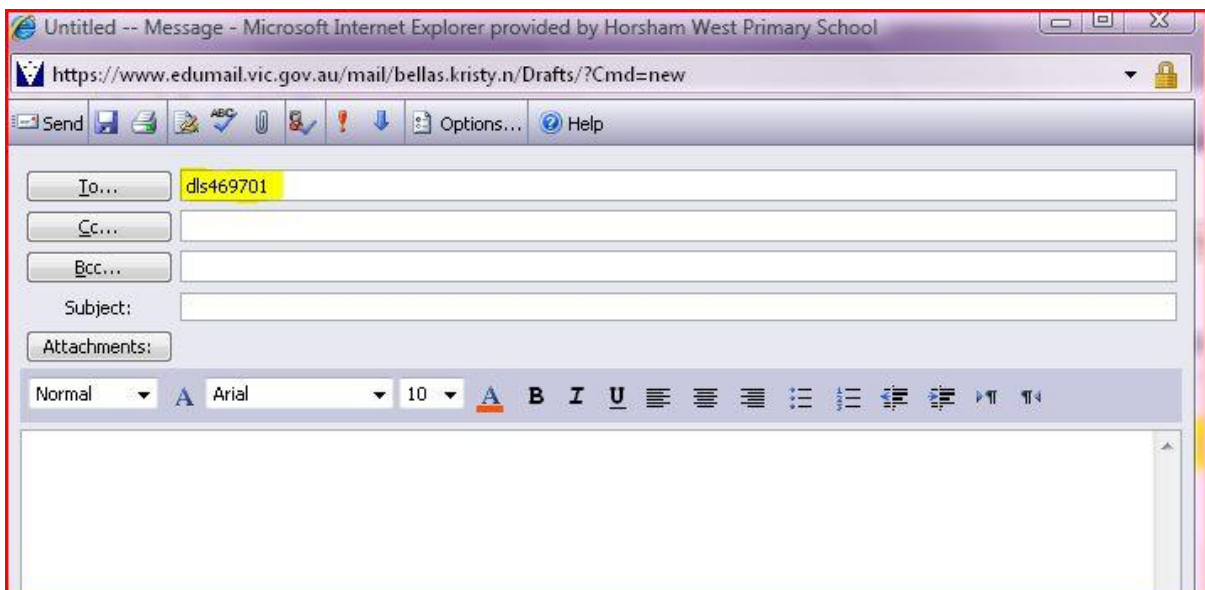


## How to send an email to everyone at Horsham West /Haven Primary

1. Go to [www.edumail.vic.gov.au](http://www.edumail.vic.gov.au)
2. Log in
3. Select 'New'



4. Type in dls469701



5. Enter a subject
6. Enter a message
7. Click on 'Send'