



20th November 2009

School Roll Number: -----

Principal,

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Dear Principal,

Microsoft Ireland in consultation with T4 have agreed to provide schools approved to offer Leaving Certificate Technology, a one year's free trial membership of the Microsoft IT Pro Momentum and TechNet plus programs. The initiative is part of the ongoing curriculum professional development support provided by the Technology Subjects Support Service (T4).

The enclosed information pack outlines how to register and access the Microsoft's IT Pro Momentum & TechNet programs. Please ensure that this information is made available to the Technology teacher in your school. The pack includes:

- o Instructions on how to register with Microsoft IT Pro-Momentum & TechNet plus.
- o Instructions on installing the Microsoft Virtual PC Software.
- o Instructions on setting up the Server & Client software.

The enclosed CD contains:

- o A copy of the Virtual PC software,
- o Microsoft Server 2003 pre-configured.
- o Microsoft Windows XP Client pre-configured.

As part of the registration procedure, Microsoft Ireland will shortly email your school with an invitation to register for the IT Pro-Momentum program. This e-mail will be sent to the designated e-mail address ----- supplied by your school.

On receipt of the e-mail please follow the procedures outlined in the enclosed document "**Registering with Microsoft IT Pro-Momentum & TechNet Plus**"

Please note that the Server & Client software provided should only be used for Network Simulation in a classroom setting.

For further queries, please contact:

-----: Technology Subject Support
Mobile: -----

E-mail: -----@t4.ie

Yours Sincerely,

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