Instructions for Updating Label Template

This template is designed for Avery labels 5160, 30 1” x 2 5/8 labels per sheet.

1. Use the Replace function (on the Home tab) to search for [Insert Username] and [Insert Password] and replace with the school or district username and password.
2. Delete this page for easier printing.

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| **#INFOhioWorks**  **www.infohio.org**  Username: **[Insert Username]**  Password: **[Insert Password]** |  | **#INFOhioWorks**  **www.infohio.org**  Username: **[Insert Username]**  Password: **[Insert Password]** |  | **#INFOhioWorks**  **www.infohio.org**  Username: **[Insert Username]**  Password: **[Insert Password]** |
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