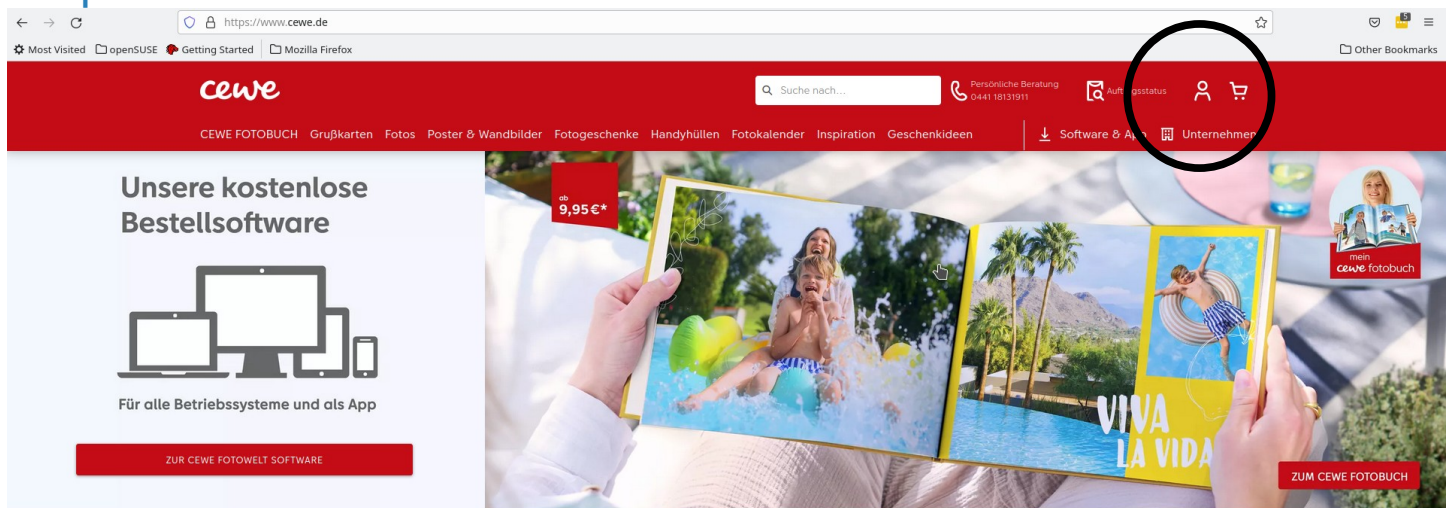# Instructions for the photo book at the occasion of Elizaveta Shabalina's retirement
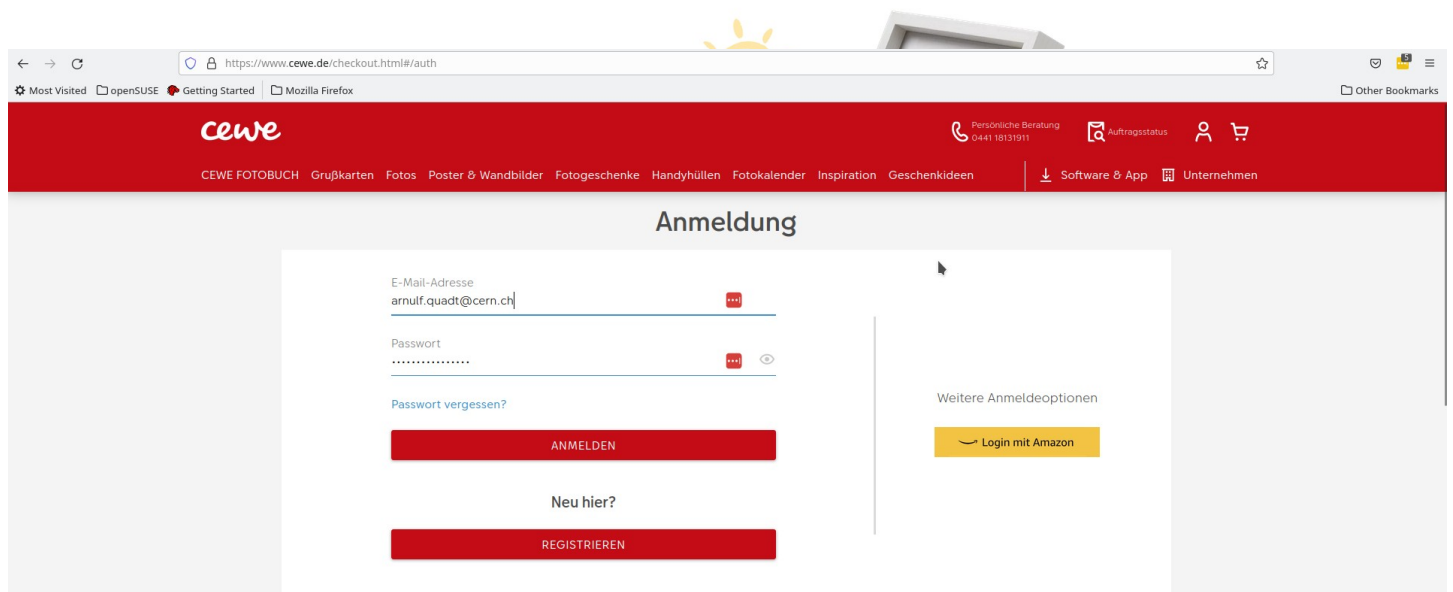
We would like to encourage you to contribute to this photo book for Lisa Shabalina's retirement. Please take a moment to think of moments you spent with her, let it be funny occasions or moments in the control room, analysis discussions of papers. Think of some nice text to your moment or story as well as nice pictures or paper Plots. Please prepare all pictures or plots as jpg file to ensure the software can process them well.

Step 1: login to the online photobook software
https://www.cewe.de/

User   = arnulf.quadt@cern.ch
Pwd   = t1K4&hgz*l1o5^ZP

Step 2:
Choose stored projects "Projekte"

Step 3:
Choose prepared project "retirement Elizaveta Shavalina"

Step 4:
Find a new, unused (double-)page and add your pictures, plots and text

Step 5:
When you are finished, save "speichern" the document, go to the account information and log out "abmelden"