

# BCPS Student Email

## Updated 2022

BCPS Students in grades 6 to 12 now have access to email via their full BCPS username (example: [ABC123@bcps.org](mailto:ABC123@bcps.org)).

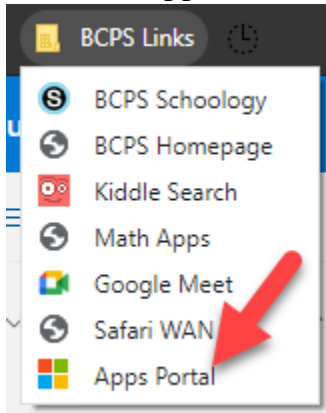
Students can access their BCPS email from the internet via the MyApps portal (<https://myapplications.microsoft.com>). They can also use the Outlook and/or Mail App on their personal smart phone to access their BCPS email.

### Important limitations of BCPS Student Email:

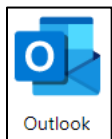
- Students CANNOT email other students.
- Students can only send email to a very few whitelisted email addresses outside of BCPS. These addresses are managed by specific BCPS courses. Students in these classes will receive guidance from their teachers on the email addresses they can use. (See end of document for current list of allowed domains.)
- Students CAN email ALL teachers in BCPS if they know a teacher's email address; however, the students' Global Address Book will ONLY list the teachers that are at their academic level (middle and high).
- ALL mail is archived so there is a record of ANY email sent by a student.
- Teachers can email their students from their BCPS email accounts. Staff Global Address Lists now show ALL students as well.

### How Students Access BCPS Email

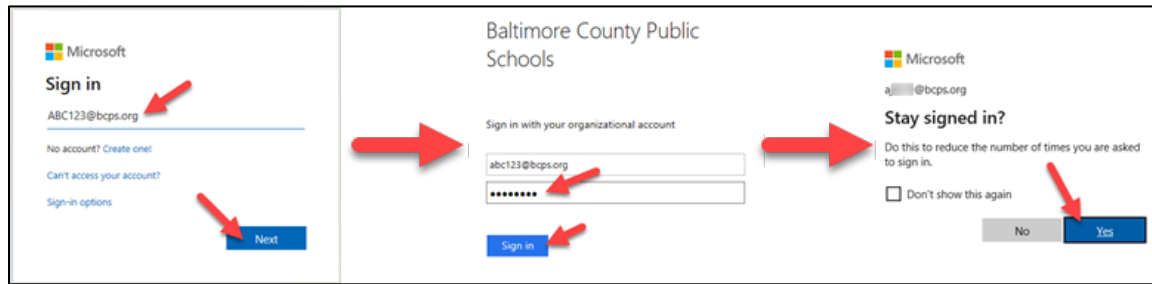
1. From a web browser go to <https://myapplications.microsoft.com> and log in with BCPS student username and password. Students logged into the Chrome browser can access the **BCPS Links** folder and select **Apps Portal**.



2. Scroll down in the list and click on **Outlook**.



3. If prompted sign in with student email address and click **Next**. Enter password and click **Sign in**. Click **Yes** to stay signed in.

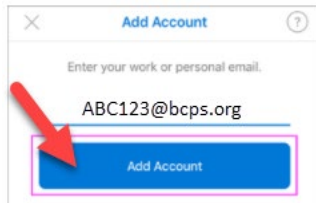


## Outlook on an iOS Device (iPhone)

1. Download Outlook for iOS from the iOS App Store.
2. Enter your full BCPS email address and then tap **Add**



**Account.**

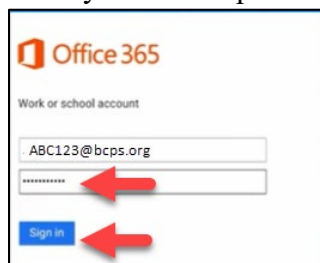


3. Enter your BCPS password and tap **Sign In**.
4. Accept any prompts for permissions and swipe through introduction screens.



## Outlook on an Android Device

1. Download the **Outlook for Android** app from the Google Play Store.
2. Tap **Get Started** and type your BCPS email address and click continue.
3. Enter your BCPS password and click **Sign In**.



4. Accept any prompts for permissions and swipe through introduction screens.

## Current Domains that Students can Send and Receive Email From

As of 3/30/22 these are the currently allowed domain for student BCPS email accounts. This list is subject to change without notice.

Unity3d.com	Account.mathworks.com	Mailgun.net
Autodesk.com	Mail.accounts.autodesk.com	Breezinthrutheory.com
Bd.com	Potomac-laser.com	Kci.com
Whiting-Turner.com	Albancat.com	Sbinc.com
Us.ibm.com	Ptech.com	Schoology.com