

Accessing Email and Google Accounts

Email:

- Usernames: firstname.lastname
- Email Addresses: firstname.lastname@blueponyk12.com
- Default passwords are CapitalizedInitials+Lunch# (This password cannot be changed)
 - Example: Name: John Doe Username:
John.Doe Password: JD12345 Email
address: John.Doe@blueponyk12.com

Logging into email has changed slightly. Students will access email at <https://outlook.office.com>. The username for logging into email is now their **full email address**. Passwords will be the same as shown above.

Google Accounts:

- Usernames will be their email address (John.Doe@blueponyk12.com)
- Default passwords are set to **HavrePonies**

You will be prompted to change the password when they login for the first time.

Infinite Campus/Student Portal:

You need to log into your google account, go to website: <https://www.blueponyk12.com> – click on students above then click on student portal then click on the campus student and the next page will look like this: all you have to do now is click on the single Sign-On (SSO) button and you will be in the student portal. If you are having trouble please email: [Kelly Veis](mailto:Kelly.Veis).