# BYOT ACCOUNT ACCESS INSTRUCTIONS

Beaumont School BYOT WIFI Connectivity Info:

To access the Beaumont School WiFi while on school property using a student owned device (BYOT) please log onto the wireless SSID named **Beaumont BYOT** and when prompted enter your username and password.

Beaumont Student Email Account Info:

Student email is provided through Microsoft Office365 for Education and can be accessed via Microsoft's Outlook Web Access Portal.

You can access Outlook from the Student Login Portal on the Beaumont Website or by going directly to the URL https://outlook.com/beaumontschool.org or Login.microsoftonline.com
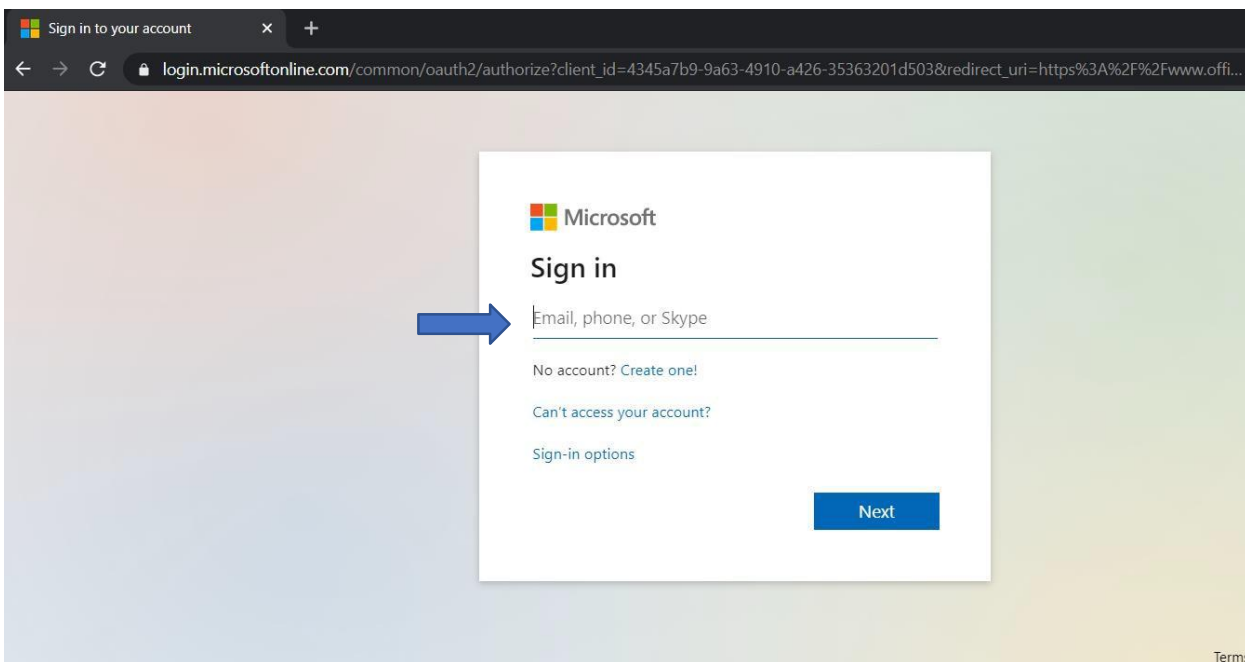
- Enter your email address at the indicated location above and then click Next.
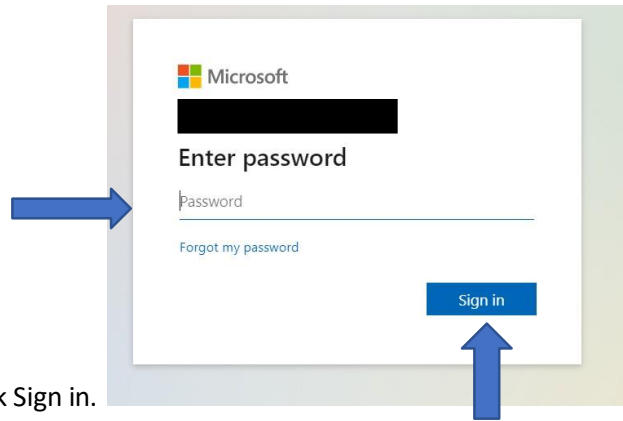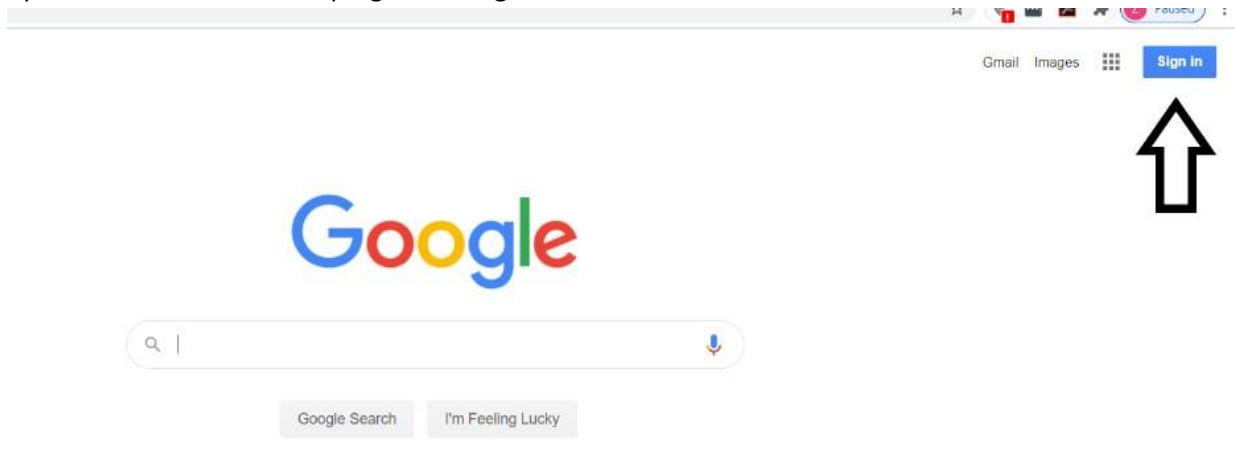
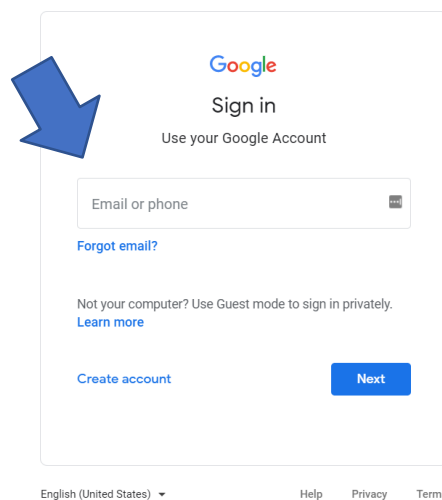- Enter your password and then click Sign in.

Google Classroom and G-Suite Apps for Education Access:

Account password should be the same for Network Computer, Office 365, and Google.
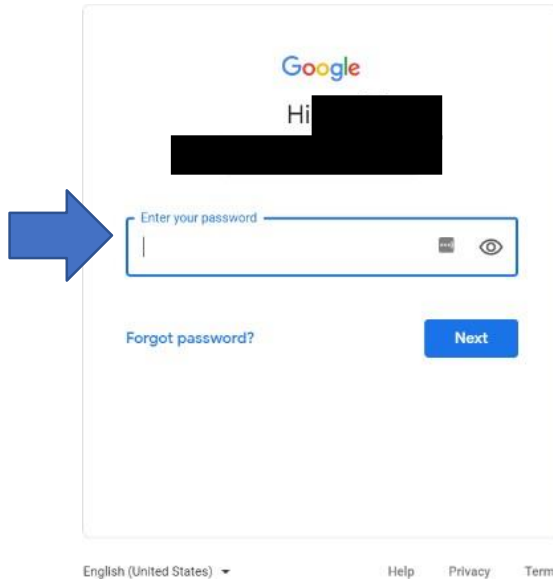
Open Chrome and at the top right click Sign in.

Log into Google with your credentials provided.

- Enter your email address and then click next

- Enter your password and then click next

If it prompts you to change your password set it to be your current Beaumont network password.

Important Note about Password Resets

Once your password is reset on the Beaumont School network, it will sync over to your Google and Microsoft Office 365 account. It could be up to 30 minutes for the Outlook password change to take effect, if it differs from the original. (*This can only be done on a Beaumont Windows OS device or by the IT department. Password resets performed on Google's website DO NOT synchronize down to the Beaumont's network or Microsoft Office 365 and will be overwritten the next time a password reset is performed again on Beaumont's network.)

If you require a service ticket for a password reset, please email service@bpiohio.com.

Students can reset their own passwords by using a Beaumont School desktop or laptop running a Windows Operating System (Mac or Chrome OS will not work) while on premise at Beaumont. Use the Ctrl + ALT + Delete combination and select the 'Change Password' option to change your password. This will reset and synchronize passwords across the Beaumont School network, Microsoft Office365 and Google accounts.

Questions about account set-up? Please contact Marty Steward, Instructional Technology Specialist, at 216.325.2954 or msteward@beaumontschool.org