Student Webmail

Finding your way around

Log in using the following login protocol: firstname.lastname@stu.boone.kyschools.us and the password will match your computer password exactly. If you have a somewhat common name, you may have to place a number in your login. For example, if you are Joe Smith, and we have a couple more Joe Smiths in Boone County, your login for mail might be something like joe.smith3@stu.boone.kyschools.us, even though you don’t use the 3 for your computer login.
If you click on your name in the upper right corner, you can see your current profile picture, and use Instant Messenger or sign out:

Click here to see your profile picture or sign out.

Click here to manage other options in your profile like signature and mailbox theme.

Your profile picture is here.

This shows you how much storage space you have used in your drive.
Create a signature for your email:

What is a signature? A signature is a little something you want to include at the bottom of all of your emails. Common signatures include names, song lyrics, favorite quotes.

Let's send an email!

Click the new mail icon in your Outlook account. This will create a new blank email:

You should see your signature already in the email.
Sending an Email to Another Student or a Teacher

Just like your email address, most students’ email addresses will be their firstname.lastname@stu.boone.kyschools.us. However, you can easily look them up by clicking on the word “To” in your new email. This will launch our “Global Address List”:

1. If you search for a student, be sure that you pick the one from Boone. It may also have them labeled as “Offline”.

2. If you’re still not sure, look over here to see if they are listed at OMS.

3. When you find the one you want, just click the plus sign to add them to your email.

4. Click OK when you are done.