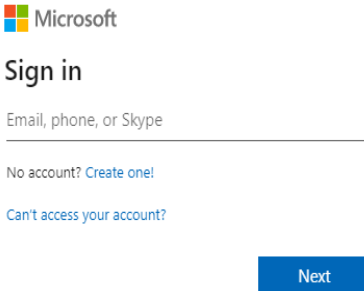


## BPCC STUDENT EMAIL

Students are assigned a BPCC student email once enrolled in classes and will be available approximately one week prior to the start of semester. If enrolled less than a week prior to semester start date or during semester, student emails will be available 24 hours after enrollment date.

1. Go to [www.bpcc.edu](http://www.bpcc.edu) and click on Email in ribbon at top of page, on resulting screen click on Student Email Portal, the resulting screen will be Microsoft, type your username at “Email, phone, or Skype”. Note you must use email credentials.



Microsoft

Sign in

Email, phone, or Skype

No account? [Create one!](#)

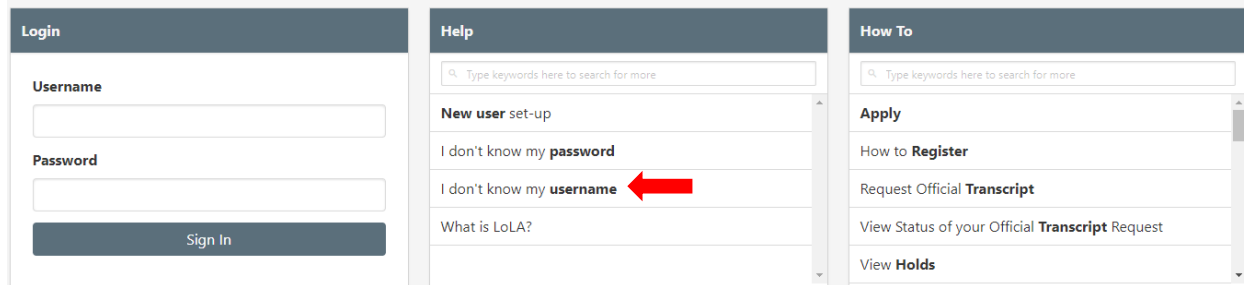
[Can't access your account?](#)

Next

2. **Your username:** Your BPCC username@student.bpcc.edu and Next  
\*If you don't know username, go to LoLA home screen and select “I don't know my username”, on resulting screen select “Verify Personal Information” and follow prompts.

### Welcome to LoLA

Welcome to LoLA (Log-On Louisiana), a powerful online tool that will allow you to completely manage your college career. LoLA will be your 24/7, one stop resource for the upcoming semester. If you need assistance with LoLA, please contact your college.




The LoLA home screen is divided into three main sections: Login, Help, and How To. The Login section has fields for Username and Password, and a Sign In button. The Help section has a search bar and a list of links: New user set-up, I don't know my password, I don't know my username (highlighted with a red arrow), and What is LoLA?. The How To section has a search bar and a list of links: Apply, How to Register, Request Official Transcript, View Status of your Official Transcript Request, and View Holds.

3. **Your password:** First 3 letters of your last name (lowercase), last 4 numbers of your student ID, and + symbol  
If your last name is less than 3 letters it will be letters followed by – symbol  
**Example 1:**  
Last Name = Smith  
Student ID = L00012345  
Password = smi2345+  
**Example 2:**  
Last Name = So  
Student ID = L00012345  
Password = so-2345+
4. On initial login to student email you will be required to provide alternate contact information in the event you need to change your password.

## 5. You will be required to reset password at initial login

Passwords must contain characters from 3 of the following categories and be a minimum of 8 characters:

- Uppercase letters (A-Z)
- Lowercase letters (a-z)
- Digits (0-9)
- Non-alphanumeric characters (special characters) (~!@#\$%^&\* \_+=`\'()\{\}[]:;'"<>.,?/)

Once logged into Microsoft, click on Outlook icon 

Please note the password for BPCC computer login, student email, and BPCC Wi-Fi are the same; therefore, if you reset your password from a BPCC computer or your student email, it will automatically reset to the others.

If you have any questions please email [studentmail@bpcc.edu](mailto:studentmail@bpcc.edu) or call Computer Services at 318-678-6418.

## BPCC COMPUTER

You will be assigned a BPCC username and password to log in to computers on BPCC campus at the same time that your student email is assigned.

At initial login you will be required to reset your password. Please note the password for BPCC computer login, student email, and BPCC Wi-Fi are the same; therefore, if you reset your password from a BPCC computer or your student email, it will automatically reset to the others.

### 1. **Your username:** Your BPCC username

\*If you don't know username, go to LoLA home screen and select "I don't know my username", on resulting screen select "Verify Personal Information" and follow prompts.

### 2. **Your password:** First 3 letters of your last name (lowercase), last 4 numbers of your student ID, and + symbol

If your last name is less than 3 letters it will be letters followed by – symbol

#### **Example 1:**

Last Name = Smith

Student ID = L00012345

Password = smi2345+

#### **Example 2:**

Last Name = So

Student ID = L00012345

Password = so-2345+

If you have any questions call Computer Services at 318-678-6418.

## BPCC WIFI

You will be granted access to BPCC Wi-Fi at the same time that your student email is assigned.

Please note the password for BPCC computer login, student email, and BPCC Wi-Fi are the same; therefore, if you reset your password from a BPCC computer or your student email, it will automatically reset to the others.

1. Select and connect to the wireless network **BPCClink2** on your laptop, smarthphone, Tablet, or other wi-fi device.
2. In not presented immediately with a log on page, open any web browser to access.
3. **Your username:** Your BPCC username  
\*If you don't know username, go to LoLA home screen and select "I don't know my username", on resulting screen select "Verify Personal Information" and follow prompts.
4. **Your password:** First 3 letters of your last name (lowercase), last 4 numbers of your student ID, and + symbol  
If your last name is less than 3 letters it will be letters followed by – symbol  
**Example 1:**  
Last Name = Smith  
Student ID = L00012345  
Password = smi2345+  
**Example 2:**  
Last Name = So  
Student ID = L00012345  
Password = so-2345+

If you have any questions, please call Computer Services at 318-678-6418.

It is advisable to log in to your LOLA, myBPCC, and Student Email accounts prior to arriving to your first class to ensure successful login. You may also want to come to BPCC campus to ensure successful login of BPCC computers and Wi-Fi, you will be able to access campus computers at the Learning Commons/Library.