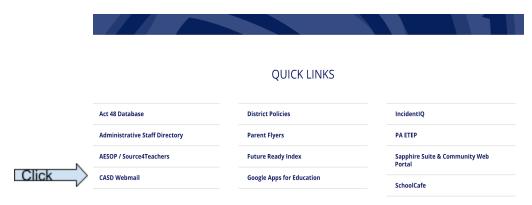**Guide to Accessing Your School Email**

Steps:

1. Go to the https://www.casdonline.org homepage

2. Scroll all the way down to see **Quick Links** and Click on CASD Webmail

3. You should see this: Enter your username (Grad Year, First 5 letters of last name, first 3 letters of first name), for example **21shaulkyl**. You do not have to put @casdonline.org. Enter your password (Typically your ID or lunch number) They are the same thing.