

# myShelton Email Instructions

## Accessing myShelton Email

1. Log in to myShelton.
2. Click the "Student" tab on the top row of the portal. You will see your myShelton Email address.
3. Click "Launch myShelton Email" to open your inbox.
4. **First Time Users:** In a new window, you will have to choose your language and home time zone. Click "Save."

