

Instrucciones para acceder al correo electrónico GSOT

El sistema de correo electrónico de Grace School of Theology (GSOT) se opera a través de **Gmail** y **Populi**. Tunombre.st00@gsot.edu es una cuenta de Gmail a pesar de que no termina en @gmail.com.

Su correo electrónico GSOT es su nombre de usuario para Populi. (Tunombre.st00@gsot.edu)

Primero:

¿Conoces tu nombre de usuario para Populi?

¿Conoces tu contraseña de Populi?

Si la respuesta es no, comuníquese con support@gsot.edu para obtener ayuda.

Segundo:

Una vez que sepa cómo acceder a Populi, podrá aprender a cómo acceder a su correo electrónico de Grace.

Acceso a su correo electrónico Grace de Populi

Paso 1:

Ve al portal Grace Populi.

grace.populiweb.com

Paso 2:

Ingresa su nombre de usuario
y contraseña de Populi.

Tunombre.st00@gsot.edu

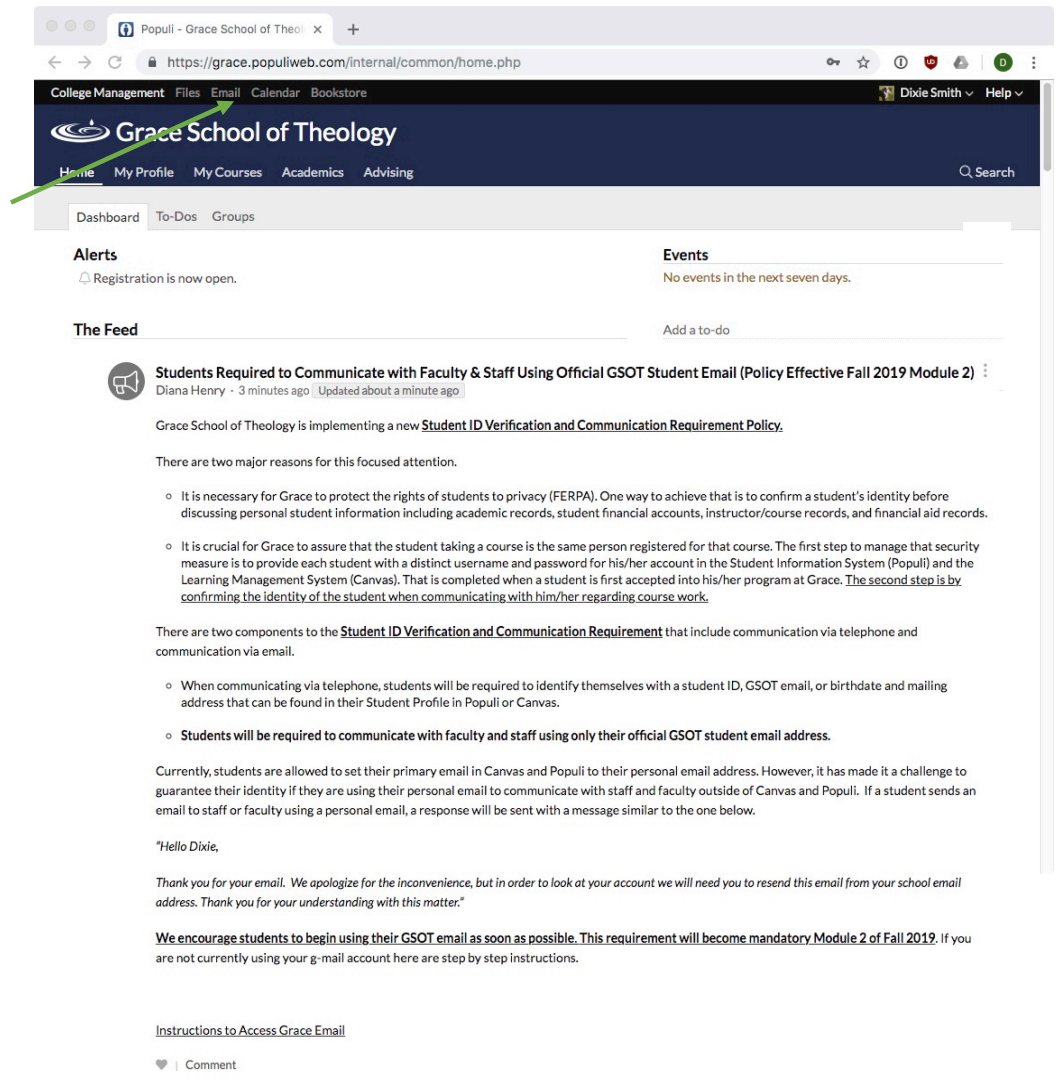
Contraseña de Populi

The screenshot shows a web browser window with the address bar displaying 'grace.populiweb.com'. Below the browser window, there is a login form for the Grace School of Theology. The form has a logo at the top, followed by 'GRACE SCHOOL OF THEOLOGY'. Below this, there are two input fields: 'Username' and 'Password'. The 'Username' field has a 'Remember' checkbox next to it. The 'Password' field has a 'Show' button next to it. Below these fields, there is a link that says 'Forgot your username or password?' and a 'Log In' button. At the bottom of the form, there are links for 'Terms of Service' and '© Populi 2019'. Annotations include a blue arrow pointing to the address bar, an orange arrow pointing to the 'Username' field, and a red arrow pointing to the 'Password' field.

En esta parte serás dirigido al panel de inicio de Populi (Populi Homepage Dashboard en Inglés).

Paso 3:

Haga clic en el enlace donde dice **'Email'** (Correo electrónico) que está ubicado en la barra de herramientas negra superior.



The screenshot shows the Populi dashboard for Grace School of Theology. The top navigation bar is black with white text for 'College Management', 'Files', 'Email', 'Calendar', and 'Bookstore'. A green arrow points to the 'Email' link. Below this is a dark blue header with the school's logo and name, and a search bar. The main content area has a light gray sidebar with 'Dashboard', 'To-Dos', and 'Groups'. The main content area is divided into sections: 'Alerts' (Registration is now open), 'Events' (No events in the next seven days), and 'The Feed'. The 'The Feed' section contains a post titled 'Students Required to Communicate with Faculty & Staff Using Official GSOT Student Email (Policy Effective Fall 2019 Module 2)' by Diana Henry, updated about a minute ago. The post text discusses the implementation of a 'Student ID Verification and Communication Requirement Policy' and provides instructions for students to use their official GSOT email address for communication.

College Management Files **Email** Calendar Bookstore Dixie Smith Help

Grace School of Theology


Home My Profile My Courses Academics Advising Search

Dashboard To-Dos Groups

Alerts
Registration is now open.

Events
No events in the next seven days.

The Feed
Add a to-do

 **Students Required to Communicate with Faculty & Staff Using Official GSOT Student Email (Policy Effective Fall 2019 Module 2)**
Diana Henry · 3 minutes ago · Updated about a minute ago

Grace School of Theology is implementing a new [Student ID Verification and Communication Requirement Policy](#).

There are two major reasons for this focused attention.

- It is necessary for Grace to protect the rights of students to privacy (FERPA). One way to achieve that is to confirm a student's identity before discussing personal student information including academic records, student financial accounts, instructor/course records, and financial aid records.
- It is crucial for Grace to assure that the student taking a course is the same person registered for that course. The first step to manage that security measure is to provide each student with a distinct username and password for his/her account in the Student Information System (Populi) and the Learning Management System (Canvas). That is completed when a student is first accepted into his/her program at Grace. The second step is by confirming the identity of the student when communicating with him/her regarding course work.

There are two components to the [Student ID Verification and Communication Requirement](#) that include communication via telephone and communication via email.

- When communicating via telephone, students will be required to identify themselves with a student ID, GSOT email, or birthdate and mailing address that can be found in their Student Profile in Populi or Canvas.
- Students will be required to communicate with faculty and staff using only their official GSOT student email address.**

Currently, students are allowed to set their primary email in Canvas and Populi to their personal email address. However, it has made it a challenge to guarantee their identity if they are using their personal email to communicate with staff and faculty outside of Canvas and Populi. If a student sends an email to staff or faculty using a personal email, a response will be sent with a message similar to the one below.

"Hello Dixie,

Thank you for your email. We apologize for the inconvenience, but in order to look at your account we will need you to resend this email from your school email address. Thank you for your understanding with this matter."

We encourage students to begin using their GSOT email as soon as possible. This requirement will become mandatory Module 2 of Fall 2019. If you are not currently using your g-mail account here are step by step instructions.

[Instructions to Access Grace Email](#)

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