

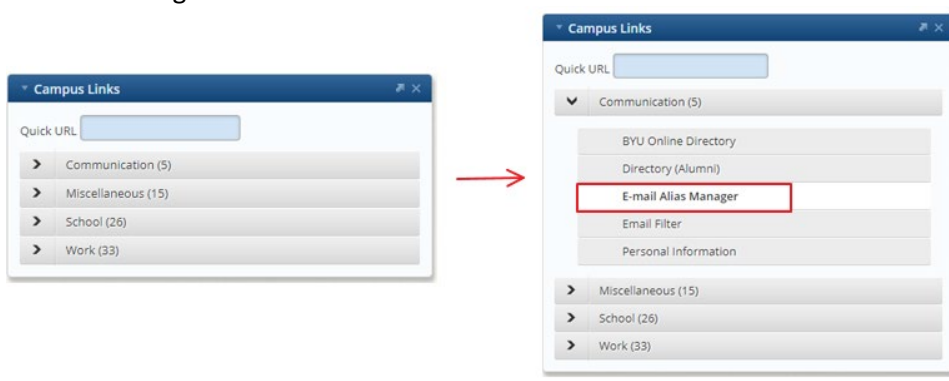
Email Alias Manager

Through BYU, you can create an email alias. This allows you to give someone an email address without giving out your personal or work email. The emails they send will still be sent to your normal email but will not allow the other person to have it. It also helps because you can create aliases that are easier to remember or make it so people don't have to remember all the details such as periods, hyphens, etc. For example, if your name were John Doe, you could possibly do john.doe@byu.edu or john_doe@byu.edu or doe@byu.edu. This way, people have a greater chance of getting your email right.

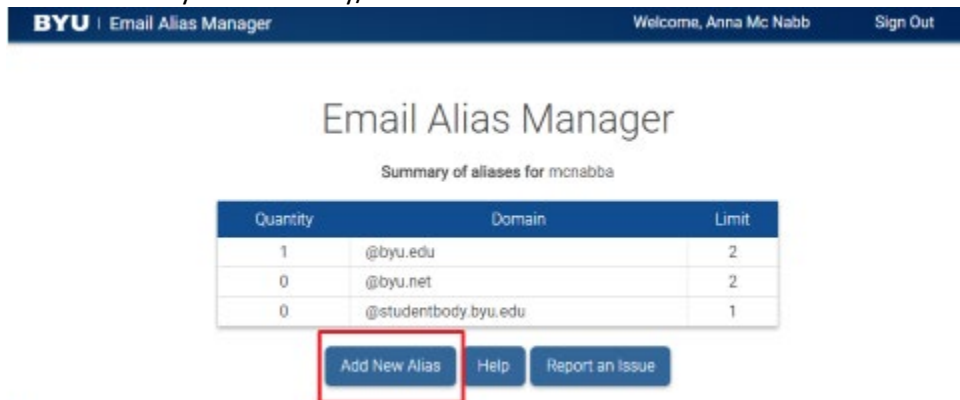
To Set Up:

To set up an email alias through BYU, click on this link: [BYU Email Alias Manager](#) or follow these steps:

1. Go to my.byu.edu and go to the "Campus Links" section. Then, go to the "Communications" tab and click on "Email Alias Manager".



2. That will take you to the page shown below where you will click on "Add New Alias". You will have a higher limit of aliases because you are faculty/staff



3. Fill in the information to complete the email alias.