



# **BCC EMAIL**

## **BCC or Blind Carbon Copy**

### **Advantages of using BCC**



Reduces the risk of recipients' addresses being harvested or misused if the email is forwarded.



Helps avoid a cluttered "To" or "CC" line with dozens of addresses.



Recipient addresses are hidden from each other.



Useful when emailing a large group who shouldn't see each other's contact info. Keeps conversations more focused and organized.