

## STUDENT LOGIN INSTRUCTIONS:

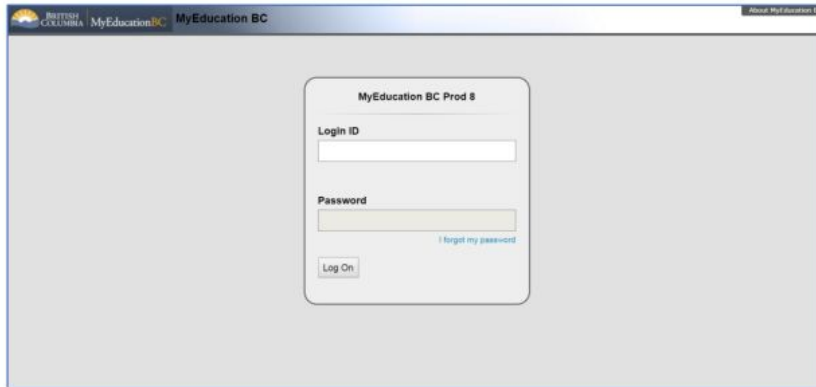
PAGE ONE INFO- NAME  
LOGIN ID  
TEMP PASSWORD

### STEP 1

#### MyEducation BC: Introduction to the Student Portal

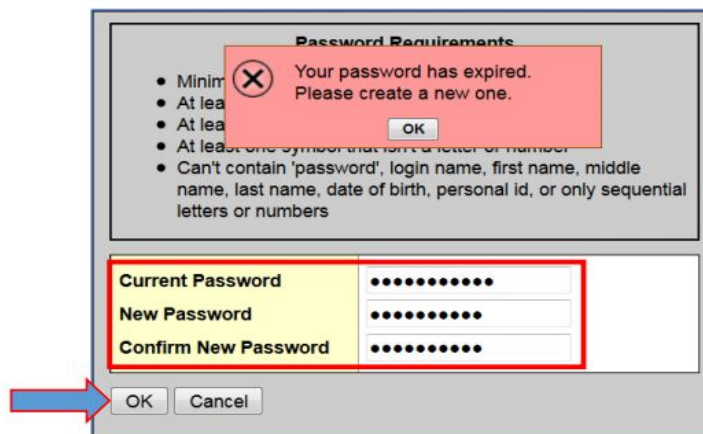
1. Navigate to the following link from any internet connected computer:

<https://www.myeducation.gov.bc.ca/asp/en/login.do>



- Enter your **Login ID** (Your Student Number)
- Enter the auto generated password provided by your teacher. (The password is CASE SENSITIVE)
- Click **Log On**

### STEP 2




- Enter in a valid email address (Enter in a place holder such as the one below if you do not have an email address, however you will not be able to retrieve your password via email if it is lost or forgotten.)
- Choose a security question from the drop down window.
- Enter the answer to the security question twice (it must be identical both times)
- Click **Submit**

### STEP 3

## Security Preferences Update

To enable self serve password recovery, please provide the following information


Primary email	<input type="text" value="email@email.com"/>
Security question	What city were you born in? ▼
Security answer	••••••••
Confirm answer	••••••••





ONCE YOU HAVE LOGGED IN YOU WILL SEE THIS PAGE AND YOUR NAME and SCHOOL DISTRICT at the TOP:

Pages **My Info**


Welcome to MyEducation BC PRODUCTION

 Home

 Page Directory



One Student.  
One Record.  
All of British Columbia.



Recent Activity Last 30 days ▼

Search:

Attendance  Grades

- No activity in the specified date range

Published Reports

Filename	DateUploaded
No publish	

System Maintenance & Announcements

### Welcome to MyEducation E

**Release 5.8 successfully implemented**  
R5.8 functionality and associated project enhancements, Designation/ELL Tallies, Combined Classes Totals and N January 5-7, 2018. The Production environment was bac

## STEP 4

TO ACCESS STUDENT DEMOGRAPHIC INFORMATION, CONTACT INFORMATION AND STUDENT SCHEDULES AND REQUESTS SELECT THE “MY INFO” TOP TAB.

If any of the information in the side tabs is incorrect please contact the main school office to make a correction.

The screenshot displays a web interface for a student portal. At the top, there are two tabs: 'Pages' and 'My Info'. Below the tabs is a 'Requests' section. On the left, a sidebar menu includes 'My Details', 'Current Schedule', and 'Contacts'. The main content area is divided into two columns. The left column contains 'Requests' and 'Requests Details'. The right column features an 'Instructions' section with a logo for 'NEW WESTMINSTER SEC' and a list of requirements for graduation. To the right of the main content is a 'Primary requests' table with a 'Subj' column and several rows, each containing a 'Select...' button.

	Subj
<input data-bbox="760 961 894 1003" type="button" value="Select..."/>	Engl
<input data-bbox="760 1024 894 1066" type="button" value="Select..."/>	Soci
<input data-bbox="760 1087 894 1129" type="button" value="Select..."/>	Math
<input data-bbox="760 1150 894 1192" type="button" value="Select..."/>	Scie
<input data-bbox="760 1318 894 1360" type="button" value="Select..."/>	Elect
<input data-bbox="760 1486 894 1528" type="button" value="Select..."/>	Z Blc

## STEP 5

Select the REQUESTS side tab and follow the directions.

You will be asked to make several primary choices and two alternate course choices. Each button under the requests have individual directions so read carefully.

Subject area	Math						
Instructions	4 Credits of Math 11 are required for graduation: Choose only ONE: IF you require additional Math Courses this year, please select them using the ELECTIVES button.						
1 of 3 selected							
Select	CourseNumber	CourseDescription	Academic level	Credit	Prerequisite	Status	
<input type="checkbox"/>	MAWM-11	APPRENTICESHIP AND WORKPLACE MATH 11	Regular	4.0			
<input checked="" type="checkbox"/>	MFOM-11	FOUNDATIONS OF MATHEMATICS 11	Regular	4.0			
<input type="checkbox"/>	MPREC11	PRE-CALCULUS 11	Regular	4.0			
<input type="button" value="OK"/> <input type="button" value="Cancel"/>							

Make your selection by clicking the box on the left and saying ok. If it does not let you save, it is likely because you made too many or too few choices in the subject area.

Some subjects will have a longer list of selections, be sure to click the down menu above so you can see all the possible choices. Click the right arrow to go to the next page of selections.

Instructions	PLEASE CHOOSE FROM Languages, Sciences, Art Education, ADST (Applie GRADE 10 MISSING CREDITS: Please choose bel FRENCH IMMERSION STUDENTS take Francais L		
<input type="button" value="1:10  MAC--11"/>			
Select	CourseNumber	CourseDescription	Academic level
<input checked="" type="checkbox"/>	MAC--11	ACCOUNTING 11	Regular
<input checked="" type="checkbox"/>	MACC-12	ACCOUNTING 12	Regular

## STEP 6

YOU WILL THEN CHOOSE TWO ALTERNATE REQUESTS

Here you can also leave a brief note for your counsellor

**Alternate requests**

	Subject area
Select...	ALTERNATES

**Notes for counsellor**

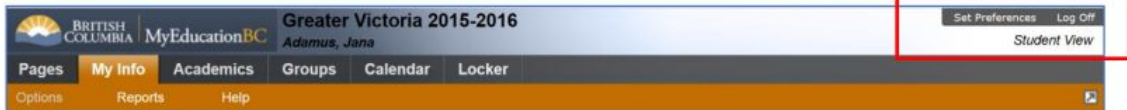
Post      Last posted time:      Approved time:

**STEP 7**

PLEASE POST your work. MY ED will save automatically as you go through, but POST makes your requests post to your counsellors view.

**STEP 8: RESET PREFERENCES IF YOU WISH**

- Select **Set Preferences** to view and/or reset your email address, security question, and password.
- Select **Log Off** at the end of your session.



trn.myeducation.gov.bc.ca/aspn/userPreferences.do

General **Security** Communication

Primary email: email@gmail.com

Alternate email:

Security question: What city were you born in?

Security answer:

Confirm answer:

Password: [Change](#)

OK Cancel

## STEP 10: Password recovery

If you forget your password this is the most simple way to access it. Remember the email you used to set up your account.


- Navigate to MyEducation BC log on page: <https://www.myeducation.gov.bc.ca/aspen/logon.do>
- Click on the ***I forgot my password*** hyperlink.
- If you entered a valid email address when you first logged in, the system will email you a temporary password.
- Use ***Set Preferences*** to reset the password once logged in.



The screenshot shows a login form with the following elements:

- Login ID:** A text input field containing the number 1497826.
- Password:** A text input field with masked characters (dots).
- Log On:** A button located at the bottom left of the form.
- I forgot my password:** A hyperlink located below the password field, which is highlighted by a blue arrow.

## TIPS:

- Use the ***Google Chrome***  web browser whenever possible
- Never Use the ***Forward, Back, or Home*** buttons in the web browser
- Always log off at the end of your session
- Bookmark the ***MyEducation BC*** log on page in your web browser
- Save your password in a secure location and never share!