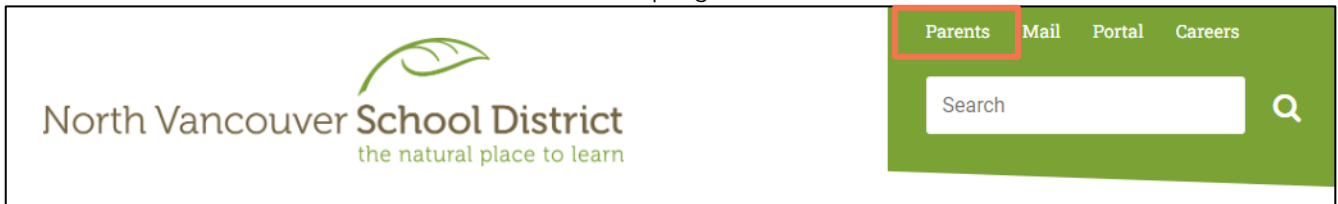


# MyEducation BC

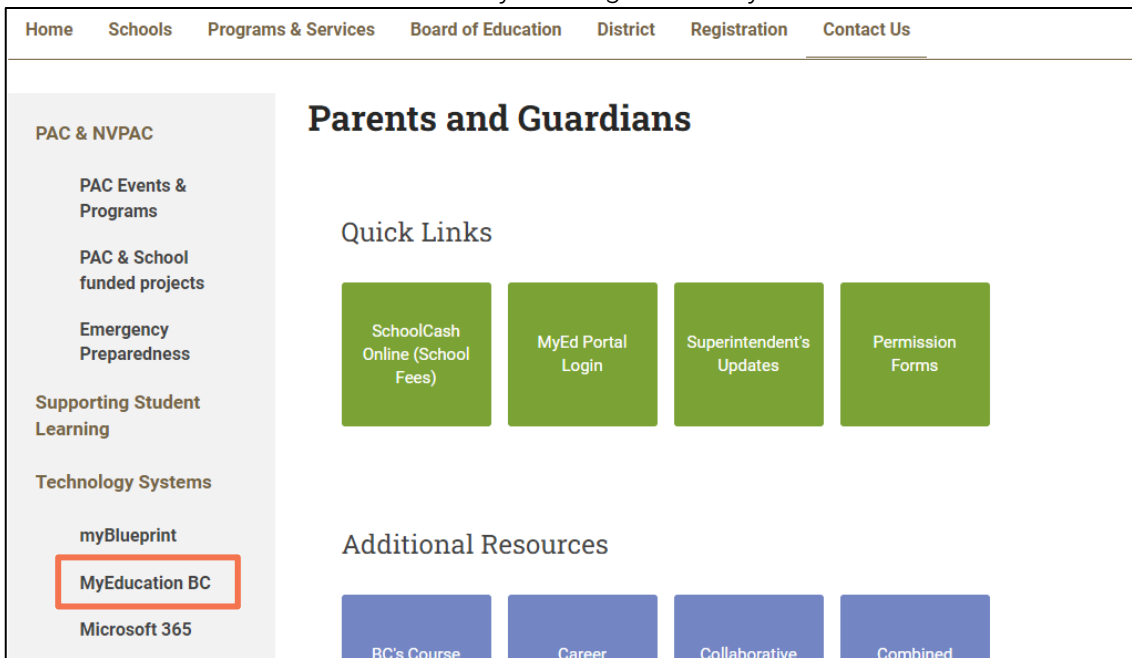
## How to Use the Parent Portal

In the Family Portal, parents and guardians with an account can view, save, and print their child(s) Learning Updates.

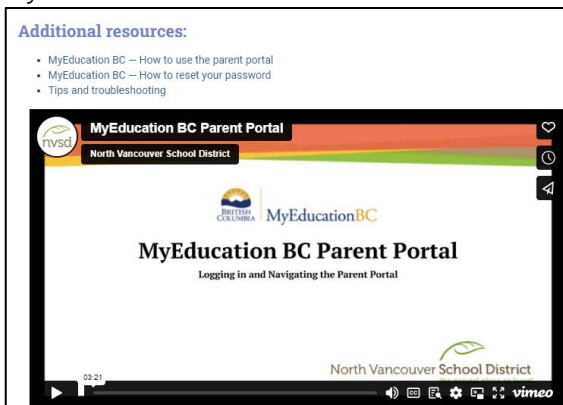
Go to [sd44.ca](http://sd44.ca) then click the *Parents* link in the top right.



An instructional video can be found by clicking on the MyEducation BC link on the left-side panel.




Scroll to the bottom of the webpage to *Additional resources* to find printable instructions and a *MyEducation BC Parent Portal* instructional video.



Parent accounts will be created on the 1<sup>st</sup> and 15<sup>th</sup> of each month for parents and guardians that have provided an email address to the school. Your Login ID and a temporary password will be sent to the email address provided.

See below for a sample of the email sent by the system:

**Note: *sysadmin@myeducation.gov.bc.ca* is the MyEducation system email address - do not delete this email when it arrives. If you do not receive the email, check your Trash/Junk/Spam folders in case it was redirected.**

 Fri 2023-12-01 10:08 AM

**sysadmin@myeducation.gov.bc.ca**

**Welcome to the North Vancouver Parent Portal**

To ■ Maria Adducci

Welcome to the North Vancouver MyEducation BC PARENT PORTAL which will allow access to see grades, attendance and other information on your child(ren). Each parent or guardian will have their own separate account.

To Access the MyEducation BC System

1. Visit <https://www.myeducation.gov.bc.ca/aspen>
2. Make sure popups are enabled for your browser
3. Your user name will be: [mariaadducci@fakeemail.com](mailto:mariaadducci@fakeemail.com)
4. Your temporary password will be: FRAIL658query

NOTE: Both user name and password are case sensitive

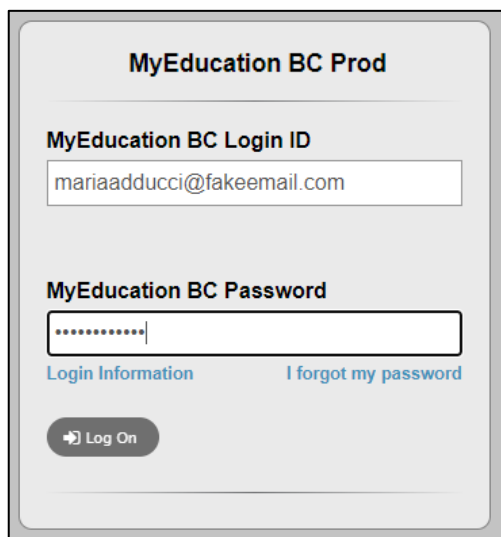
5. Enter your user name and password then click Log On to access the system. You will be prompted to change your password, and fill out some information so that in the future you can click "I forgot my password" to receive a new password.

Once inside the MyEducation BC system you can navigate around to view information for your student(s).

\*\*\* Please do not reply to this generated email.

Popups should be enabled for some features of the site to work properly.

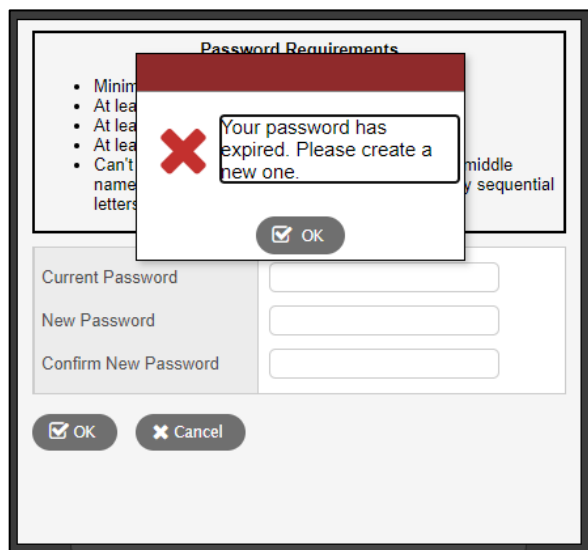
When you log in for the first time, you will be prompted to change your password and set up a security question. It is important to remember the answer to your security question, as it will allow you to reset your password if you forget it.



The Login ID and Password can be found in the email sent by the system when the account is created.

**Note:** If a MyEd account with this Login ID already exists in the system, the system will add a number to the end. (e.g. [mariaadducci@fakeemail.com2](mailto:mariaadducci@fakeemail.com2))

*This often happens when a parent has children in different school districts, as accounts are created for each district. OR, if both parents/guardians want to use the same email. (If this is the case, we suggest that only one parent has the email entered, so only one parent account is created.) If this happens and you believe it to be in error, please contact your child's school.*



You will be prompted to change your password. Click OK to clear the warning and view the password requirements.

Your *Current password* is the temporary password sent to you in the email.

Then, enter and confirm your new password in the fields provided.

### Security Preferences Update

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

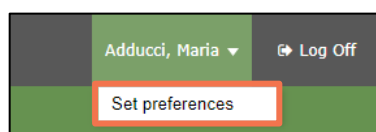
Primary email	<input type="text" value="mariaadducci@fakeemail.com"/>
Security question	<input type="text" value="What city did your mother grow up in?"/>
Security answer	<input type="text" value="....."/>
Confirm answer	<input type="text" value="....."/>

Choose a security question and answer that you will remember – the answer is case sensitive.

*If you wish to change the Primary email, please contact your child's school.*

*Changing your primary email will also change your Login ID.*

Once logged in, click your name in the top right corner, then click "Set Preferences". Ensure the *Default Locale* is set to **Canada**.



General Security Communication

Default locale

Auto-save interval (minutes)

Disable User-defined Help

List Options

Records per page

Show lower page controls

Warn on save

In the security tab of the preferences pop up, you can change your password and your security question whenever you feel you need to.

General Security Communication

Primary email

Alternate email

Google Docs email

Security question

Security answer

Confirm answer

MyEducation BC Password [Change](#)

**DO NOT:**  
*Enter anything into the Alternate email field.*

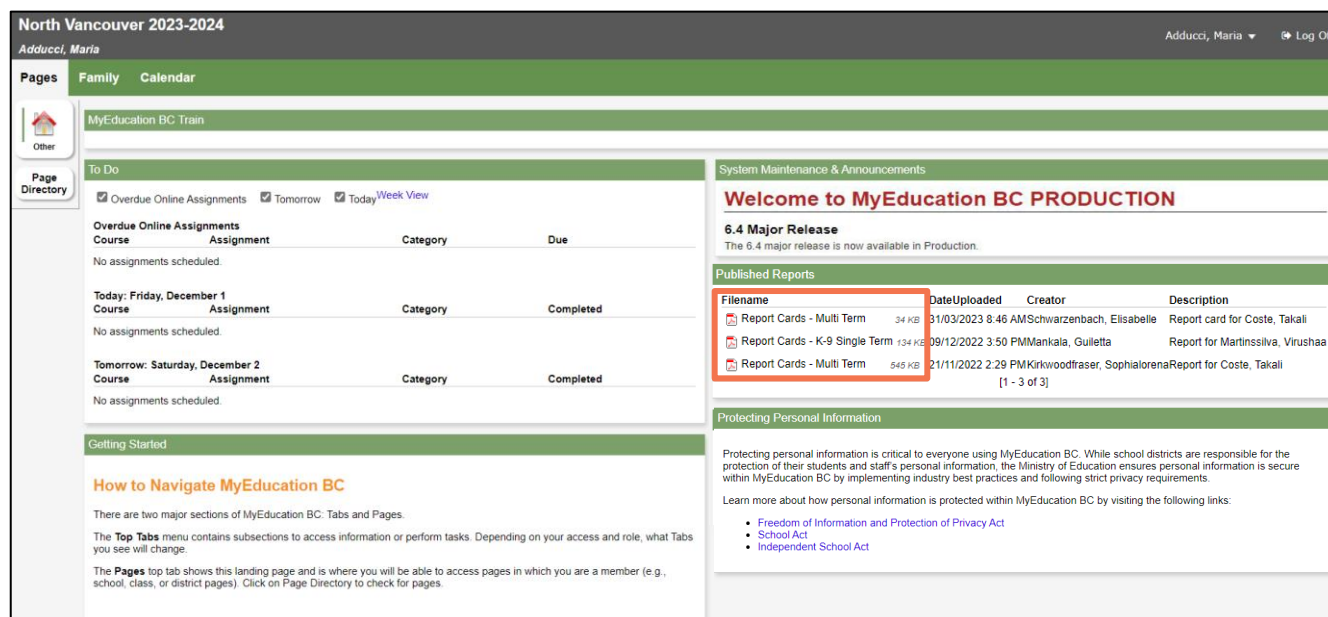
**DO NOT:**  
*Add Google Access*

## Navigation

You will be on the *Pages* Top Tab every time you log in. On this tab, there are notices about upcoming system outages and other information related to the system.

Learning Updates will be listed under the “Published Reports” section on the right side. If you do not see a report card that should be there, please contact the school directly.

Click on the report card name to open it in PDF format. When opened, you can save a copy to your computer and/or print them for your records.



The screenshot shows the MyEducation BC interface for user Adducci, Maria. The interface includes a top navigation bar with 'Pages', 'Family', and 'Calendar' tabs. Below this, there are sections for 'To Do' (with checkboxes for 'Overdue Online Assignments', 'Tomorrow', and 'Today/Week View'), 'Published Reports', and 'Protecting Personal Information'. The 'Published Reports' table is as follows:

Filename	DateUploaded	Creator	Description
Report Cards - Multi Term (34 KB)	31/03/2023 8:46 AM	Schwarzenbach, Elisabeth	Report card for Coste, Takali
Report Cards - K-9 Single Term (134 KB)	09/12/2022 3:50 PM	Mankalia, Guiletta	Report for Martinsilva, Virushaa
Report Cards - Multi Term (545 KB)	21/11/2022 2:29 PM	Kirkwoodfraser, Sophialorena	Report for Coste, Takali

The first row of the table is highlighted with a red box. Below the table, there are links for 'Freedom of Information and Protection of Privacy Act', 'School Act', and 'Independent School Act'.

Parent accounts are enabled by the end of September, and disabled July 31<sup>st</sup>.