

# MyEd BC Portal: Getting Started

## Login using a computer or laptop.

Do not set up your account for the first time using a mobile device. (phone, tablet or Ipad)

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

## Your Login ID is...

**For Students:** Your student number

**For Parents:** The email address you provided to the school

**Login Tips:** Do NOT copy/paste the temporary password. The copy process sometimes adds a space. It must be entered exactly. The password is case sensitive.

## Creating Your Password

### Criteria

- 8-14 characters
- Minimum 1 uppercase letter, minimum 1 lowercase letter
- Minimum 1 number
- Minimum 1 special symbol or character: # or \$ or ! or @
- Your password **cannot** contain: first name, middle name, last name, date of birth, personal id or sequential letters or numbers

Sample of acceptable passwords:  
Jan2017\$, Snow999!, Welcome1\$



Write your password down and keep it in a secure area for future reference.

## If You Forget Your Password

(If you have answered the security question in your name)  
top right corner / preferences / security

- Enter your Login ID
- Click on "I forgot my password"
- MyEd BC will email you a new temporary password.

## About Passwords

- Passwords are valid for 90 days.
- After 90 days, you will be prompted to create a new password immediately.
- Ten unsuccessful login attempts will disable your account. If this happens you will have to wait for it to be re-enabled.
- Call the school office to request that your account be reactivated.
- Need a password reset? Did you receive an email with MyEd BC login information? Please contact the school office at [fleetwoodpark@surreyschools.ca](mailto:fleetwoodpark@surreyschools.ca).

## How to View My Child's Report Card

Every time you log into MyEdBC, you will see a welcome screen. To view your child's report card, look under the Published Reports section. You can view your child's report card by clicking here. Note the date of the upload to ensure you are looking at the current report card for this term.

**Welcome to MyEducationBC SDTest**

**Weekly Maintenance Windows - Outages may be required**  
Every Wednesday from 6:00 to 11:00 pm and every Sunday from 6:00 to 11:00 am. If outages are required, the Production environment will be unavailable during those windows.

**Published Reports**

| Filename                                  | Date Uploaded      | Creator | Description     |
|-------------------------------------------|--------------------|---------|-----------------|
| Report Cards - Middle Years and Secondary | 09/01/2017 9:33 AM |         | Report card for |

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## How to View My Child's Timetable / Schedule

Click the 'Family' tab at the top of the screen. When you click the 'Family' tab, a list of options appears on the left of the screen. Click the 'Schedule' button on the side. This will show your child's timetable.

**Family**

**Students**

**Schedule**

| Name | DOB | Grade | School Name |
|------|-----|-------|-------------|
|      |     |       |             |

## How to Check My Child's Attendance

Click the 'Academics' tab at the top. Then click the 'Attendance' button on the side. You can choose the class to view your child's attendance.

**Academics**

**Attendance**

| Description                           | Course     | Term | Teacher | Classno | Term Performance | Abs | TPC | Own |
|---------------------------------------|------------|------|---------|---------|------------------|-----|-----|-----|
| CAREER EDUCATION 8                    | MCE-08-Y01 | FY   |         | A383    |                  | 0   | 0   | 0   |
| MATHEMATICS 9                         | MMN-09-Y01 | FY   |         | A290    |                  | 2   | 0   | 0   |
| SCIENCE 9                             | MSC-09-Y02 | FY   |         | A380    |                  | 0   | 0   | 0   |
| ENGLISH 9                             | MEN-09-Y02 | FY   |         | A386    |                  | 1   | 0   | 0   |
| FRENCH 9                              | MFR-09-Y02 | FY   |         | A387    |                  | 0   | 0   | 0   |
| PHYSICAL AND HEALTH EDUCATION 9 GIRLS | MPE-09-Y02 | FY   |         | B102    |                  | 1   | 0   | 0   |
| ARTS EDUCATION 9                      | MAE-09-Y04 | FY   |         | B103    |                  | 0   | 0   | 0   |