



MyEducation BC: Family Portal – Using Student Accounts

ICT Services
North Vancouver School District



MyEd Family Portal – Using Student Accounts

Logging into your MyEd Portal Account

Go to to www.myeducation.gov.bc.ca/aspn

1

Enter the *Login ID* and *temporary password*. Click Log On.

MyEducation BC Prod 11

Login ID
2230969nv

Password

[I forgot my password](#)

Log On

2

Your password has expired. Please create a new one.

OK

3

Click OK on this message.

Password Requirements

- Minimum length is 8
- At least one number
- At least one capital and lowercase letter
- At least one symbol that isn't a letter or number
- Can't contain 'password', login name, first name, middle name, last name, date of birth, personal id, or only sequential letters or numbers

Current Password

New Password

Confirm New Password

OK Cancel

4

Current password = temp password

Enter new password

Confirm new password

Click OK

5

Enter a **primary email** - **DO NOT use your Office 365 email** (xxxxx@sd44.ca). It's not compatible with MyEd.

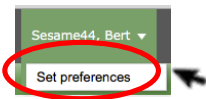
Select a **security question** from the dropdown, enter the answer, confirm the answer (answers are case sensitive)

Click *Submit*.

Navigating the Family Portal

If using a mobile device, click *View Full Site* (under the heading for *Full Site*)

In the **top right** of the MyEd screen, click your name. Click *Set Preferences*.



6

On the *General* tab of *Set Preferences*, **match these settings** (exactly as shown).

7

Default locale = *Canada*

Auto Save Interval = *2 min*

User Help - leave unchecked

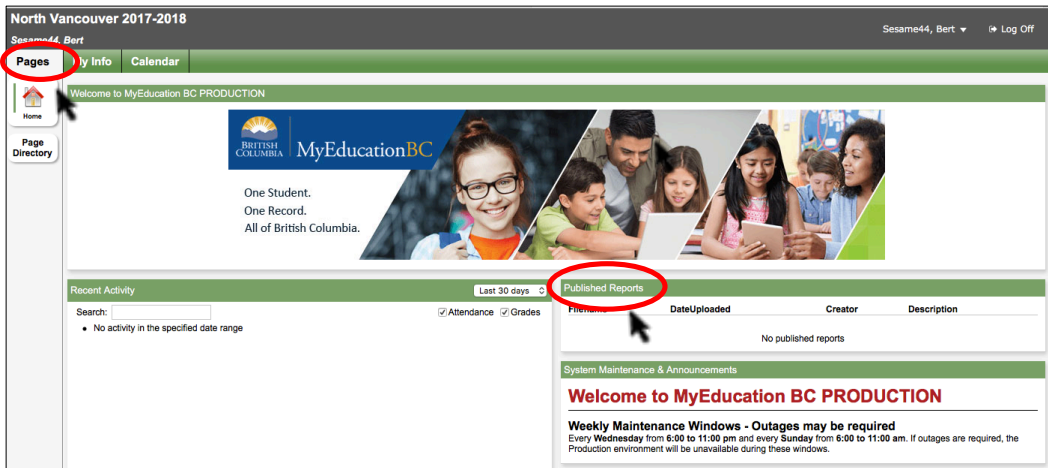
Records per page = *35*

Checkmark both:

-*Show lower page controls*

-*Warn on save*

Click *OK*.



8

Report cards can be viewed within the **Pages** top tab in the **Published Reports** area.

Report cards only appear when published by the school for each reporting period. (For new accounts, it will not display report cards prior to the account being created.)

Report cards only remain visible until July 31st of each school year (after this date, they disappear).

Report cards should be downloaded and saved (or printed). They open in PDF format.

9 **Student Details** are in the **My Info** top tab.



My Info has side tabs that hold information:

My details – name, birthdate, address, etc.

Transcript – credit summary and Grad summary (for Secondary students)

Current schedule – list view or matrix view

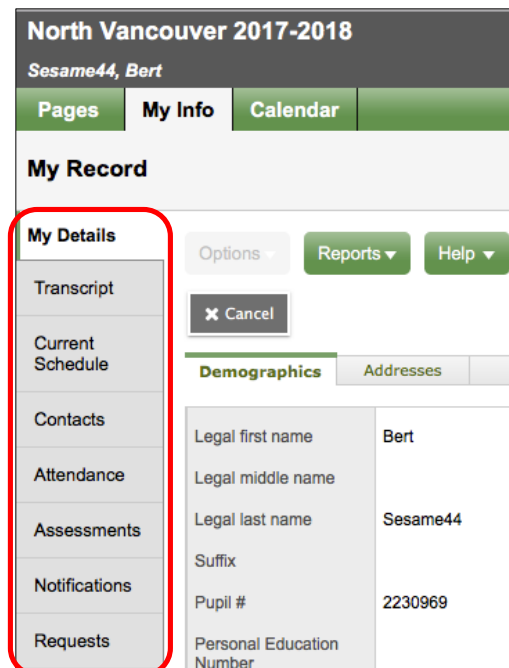
Contacts – parents and emergency contacts

Attendance – click the filter icon to select either *Current Year* or *All Records*.

Assessments – District & Ministry assessments only

Notifications – currently not used

Requests – may be used in future to submit course requests (school decision)



10 **Log Out**

To log out of the MyEd Family Portal, **do not** use the 'X' on the browser. Click the *Log Off* button in the uppermost right of the screen.

