MyEducation BC – Getting Started with the Family Portal

Families will receive an automated email when your parent account has been created. Please check your spam or trash folder for an email from sysadmin@myeducation.gov.bc.ca.

If you do not receive your account information please contact your school to check that you have the necessary information. You may already have made an account and can login at the SD58 website: https://www.sd58.bc.ca/ and select the MyEducation link.   If your password does not work, select I have "forgotten my password" right away for a reset email.

Logging into MyEducation BC for the first time:

1. Open the email containing your username and password.

    Note you must have an internet connection to sign in

    To access the MyEducation System: https://myeducation.gov.bc.ca/aspen/logon.do

    1. Make sure popups are enabled for your browser.
    2. Your user name and temporary password will be confirmed by the automated email noted above.
       NOTE: Both user name and password are case sensitive.
    3. 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 My Education BC system you can navigate around to view information for your student(s).

2. Visit https://myeducation.gov.bc.ca/aspen/logon.do (bookmark this site!) and enter the username and password provided in the email and click Log On.
    Passwords are case sensitive

If you have any issues with your login please contact your school.

3. Your password will immediately expire and prompt you to change it.

   a. Enter the password provided in the email as your current password
   b. Enter a new unique password:

4. Update security preferences to allow for self serve "I forgot my password" recovery. *Note step is not optional*

   a. Enter email address
   b. Select security question
   c. Enter security question answer
   d. Confirm security question answer

Your login set-up is now complete!

I forgot my password!

1. Navigate to the MyEducation BC login page https://myeducation.gov.bc.ca/aspen/logon.do

2. Select I forgot my password.
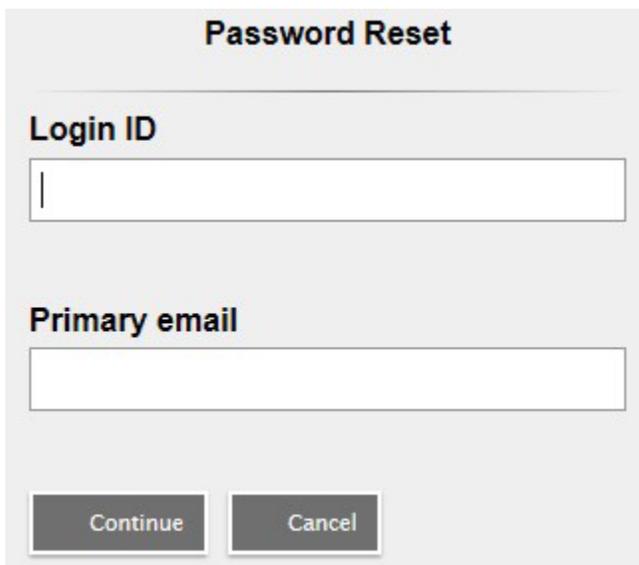
MyEducation BC Prod 4

Login ID

Password

I forgot my password

Log On

3. Enter your username and the email you provided during your first login. A temporary password will be emailed to you.

Password Reset

Login ID

Primary email

Continue   Cancel

4. Still can't login? Please contact your school.

Navigating in the Family Portal

There are 5 top-tabs within the Family Portal.

1. Pages Top Tab

REPORT CARDS WILL APPEAR UNDER PUBLISHED REPORTS. SIMPLY CLICK ON THE FILE TO VIEW YOUR CHILDS REPORT CARD.

The pages top tab provides you with announcements, recent student specific information and published reports.

   a. **Recent Activity -**Recent attendance history and student assignments (only visible if teacher is using MyEd for assignments)
   b. **Published Reports-** Report Cards will be listed under published reports. Simply click on the file to view your child (s) report card.
   c. **ToDo-** Student assignments will appear if teacher is using MyEd for assignments.
2. Family Top Tab

Details
Contacts
Daily Attendance
Transcript
Assessments

| Options ▼ | Reports ▼ | Help ▼ | Search on Name 🔍 | ▼ | ⊞ | a-z |

0 of 1 selected 🧽

Name	DOB	Grade	School > Name
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Students	
Details	Student information such as address and phone number
Contacts	Student's regular and emergency contact information
Daily Attendance	Students daily attendance
Transcript	Students transcript records
Assessments	Students Provincial exam and FSA results if applicable
Schedule	Students schedule and course requests (next year's courses)
Membership	Students enrollment records
Transactions	
Documents	Not applicable at this time
Notification	

The Family top tab provides access to demographic, attendance and transcript records specific to the selected student. All of the students attached to your account will appear in this list. Please contact the school or email the support team if your demographic information is not correct.

If you have more than one child listed view this information by clicking on desired students name to enter their record

3. Academics Top Tab

Select student with drop down box

	Description	Description	Course	Term	Teacher	Clssrm	Term Performance	Abs	Tdy	Dsm
☐	HOCKEY ACADEMY, 10	HOCKEY ACADEMY, 10	YLRA-0D-01	S1	Holland, Derek	General		11	0	0
☐	SCIENCE 10	SCIENCE 10	MSC--10-01	S1	Steinke, Lynnel; Garland, Alyson	406		9	1	0
☐	SOCIAL STUDIES 10	SOCIAL STUDIES 10	MSS--10-03	S1	Goalder, Jon	506		11	3	0
☐	PHYSICAL EDUCATION 10	PHYSICAL EDUCATION 10	MPE--10-01	S1	Holland, Derek	Gym 3		15	0	0

Classes	
Details	Class specific attendance and posted mark information
Assignments	Assignment information if teacher is using MyEd for assignments
Attendance	Further attendance information

The academics top tab displays your child's classes, teacher, absences and late arrivals. To access further class specific information click on the class name or place a checkbox beside the class and select the desired side tab.

4. **Groups Top Tab** – Not applicable at this time
5. **Calendar Top Tab** – Not applicable at this time