



École Secondaire Mark R. Isfeld Secondary School

1551 Lerwick Road, Courtenay, BC V9N 9B5

isfeld.comoxvalleyschools.ca • Tel: 250-334-2428 • Fax: 250-334-0659

1 MyEducationBC

The MyEducationBC (MyEdBC) application is a secure portal used in most school districts in the Province of BC. Security is guided by the rules and regulations of the School Act and Freedom of Information and Protection of Privacy Act (FOIPPA)

At any time as you work through the following and find you need help, please contact Dwayne Mills (250) 334-2428 or dwayne.mills@sd71.bc.ca or Jennifer Fritzsche jennifer.fritzsche@sd71.bc.ca.

2 Logging In

A **Login ID** and a temporary **Password** will be provided to you by email at the time your account is created. The email will come from 'sysadmin@myeducation.gov.bc.ca'. The MyEdBC website is:

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

1. Enter your **Login ID** and temporary **Password**
2. Click **Log On**

MyEducation BC Prod

Login ID

Password

[I forgot my password](#)

Log On

3. You will be prompted to change your password. '**Current Password**' is the temporary Password you were provided. Enter a '**New Password**' and '**Confirm New Password**'. Password requirements are displayed behind the red warning message.

MyEducation BC Prod

Login ID

Password

[I forgot my password](#)

3 Navigation

Top Tabs: There are four **Top Tabs** on the main page. The Top Tab you are currently viewing will be highlighted.

Side Tabs: The tabs along the side will change depending on the current Top Tab

Surrey 2016-2017

Test Log Off

Pages Family Academics Calendar

Home

Page Directory

Welcome to MyEducation BC

Welcome to MyEducationBC PRODUCTION

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 these windows.

Recent Activity Last 30 days

Search: Attendance Grades

01/06/2017 - Attendance (Absent) Class: FRENCH 8 Period: C

Published Reports

Filename	DateUploaded	Creator	Description
No published reports			

3.1 Pages Top Tab

You will land on the Pages top tab every time you log in. There will be notices about upcoming system outages and other information from the Provincial service provider.

The main landing Page includes:

Recent Activity - information about recently posted student attendance and some mark information.

Published Reports - When a report card is published to the portal, it will appear under the Published Reports heading as a hyperlinked PDF document. You will receive an email that it has been published to the portal.

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 these windows.

Recent Activity Last 30 days

Search: ☒ Attendance ☒ Grades

• No activity in the specified date range

Published Reports

Filename	DateUploaded	Creator	Description
Report Cards - Middle Years and Secondary	32 KB 30/01/2017 9:33 AM		Report card for

[1 - 1 of 1]

Click on Page Directory to see other web pages that you have access to. Click **Add** to add the Page to your view. The added Page will now be available in the Pages list on the left.



3.2 Family Top Tab

This tab contains your child's demographic details. Each **Side Tab** contains specific information. If you have more than one child, the Family top tab will allow you to select a student (using the checkbox beside the student's name) then click on the available side tabs to see details about the student you selected.

Surrey 2016-2017

Test

Pages **Family** **Academics** **Calendar**

Students

Details **Options** **Reports** **Help** Search on Name

0 of 1 selected ✖ Active Students

Name	DOB	Grade	School > Name
☐ [Name]	[DOB]	[Grade]	[School > Name]

Details **Contacts** **Transcript** **Assessments** **Schedule** **Membership** **Transactions** **Documents** **Notification**

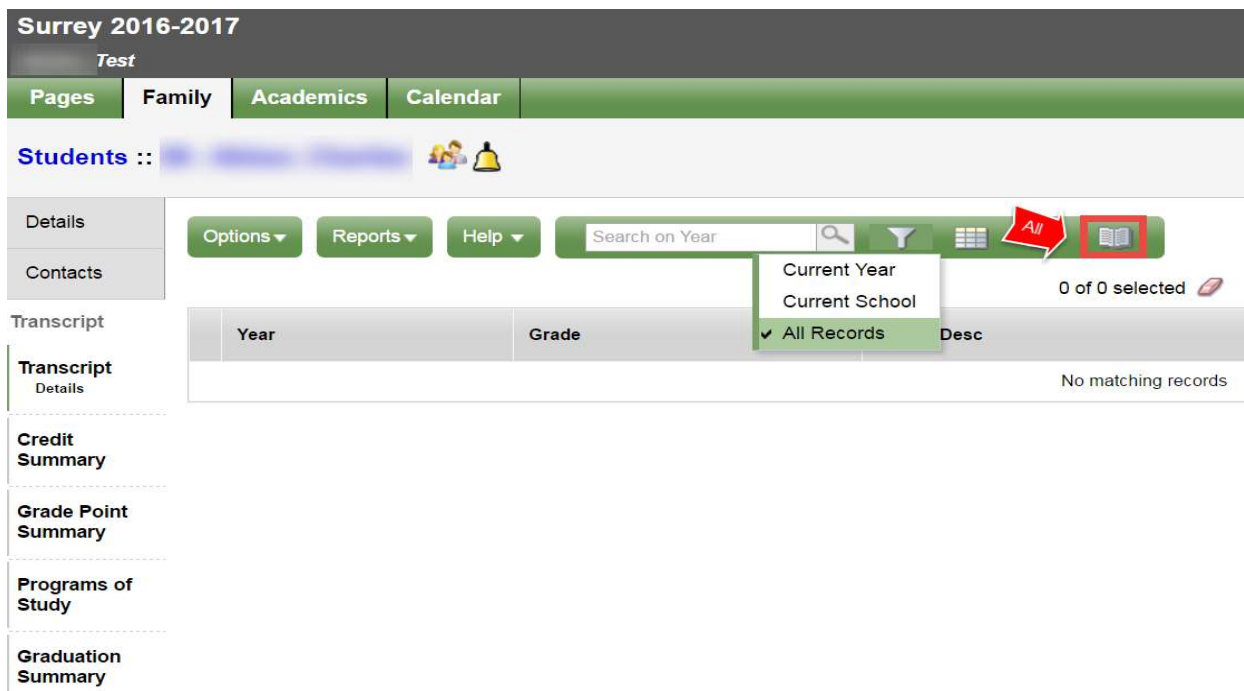
Details side tab shows basic information including demographics, physical and mailing addresses, and the most recent photo of your child.

Contacts side tab shows the parent/guardian(s) and emergency contacts. Please check this and inform the school of any changes.

Transcript side tab includes class marks from current and previous years.

IMPORTANT: Change the **Dictionary Menu** to **All** in order to view all records.

Set the **Filter**  to **All Records** or **Current Year** depending on what you'd like to see.



Assessments side tab currently contains provincial assessments like FSA or Provincial Exams.

Schedule side tab shows your child's current courses. There are two ways to view the schedule: List View and Matrix View. You can toggle between the two views using the [<<List view](#) and [Matrix view >>](#) options at the top left of the screen.

Requests side tab contains course Requests for the next school year and a **Graduation Progress** summary.

Membership side tab shows your child's **enrollment** history as well as the **schools** they may be cross-enrolled to. The **Programs** sub side tab also displays any programs.

Transactions side tab may include fees information.

Documents side tab may include documents.

Notifications side tab is not currently in use. It may be used as we move forward in the project.

3.3 Academics Top Tab

The Academics Top Tab will allow you to select a course (using the checkbox beside the course) then click on the available Side Tabs to see details about the course you selected.

Surrey 2016-2017
Test Test Log Off

Pages Family Academics Calendar

Classes

Assignments Options Reports Help Search on Term 8=2

Attendance Student

1 of 9 selected

Current Year Current Term

	Description	Description	Course	Term	Teacher	Classrm	Term Performance	Abs	Tdy	Dsm
☐	CAREER EDUCATION 8	CAREER EDUCATION 8	MCE--08--Y-01	FY		A203		0	0	0
☐	MATHEMATICS 8	MATHEMATICS 8	MMA--08--Y-02	FY		A206		2	0	0
☐	SC SCIENCE 8	SC SCIENCE 8	MSC--08--Y-02	FY		A206		0	0	0
☐	ENGLISH 8	ENGLISH 8	MEN--08--Y-02	FY		A206		1	0	0
☒	SS SOCIAL STUDIES 8	SS SOCIAL STUDIES 8	MSS--08--Y-02	FY		A206		0	0	0
☐	FRENCH 8	FRENCH 8	MFR--08--Y-05	FY		C202		2	0	0
☐	LIFESKILLS 8	LIFESKILLS 8	MADGE08--Y-08	FY		B102		1	0	0
☐	PHYSICAL AND HEALTH EDUCATION 8 GIRLS	PHYSICAL AND HEALTH EDUCATION 8 GIRLS	MPHE--08G-Y-03	FY		GYM1		1	0	0
☐	ARTS EDUCATION 8	ARTS EDUCATION 8	MAE--08--Y-04	FY		B103		0	0	0

Assignments side tab may provide assignment and assessment information.

* **Please note:** marks provided here may not be a full picture of a student's level and they may not relate to their report card mark.

Attendance side tab provides attendance information for the selected class.

Once you have selected a course and clicked on a Side Tab you can use the navigation arrows in the top right corner to switch between courses that are in the list. Navigation Buttons make it easy to move back and forth through records.

