

# MyEdBC – Parent Portal – Account Login

### **USE A LAPTOP or DESKTOP COMPUTER NOT A SMARTPHONE!**

These instructions will assist you to:

- 1. Login to the Parent Portal for the first time.
- 2. Change your Temporary password to a personalized one.
- 3. Set Security Preferences to allow you to change passwords and access your account if you forget your password. (Similar to gmail, yahoo, qq)
- 4. USE A LAPTOP or DESKTOP COMPUTER NOT A SMARTPHONE!

#### ALL STEPS MUST BE COMPLETED TO ACTIVATE YOUR ACCOUNT

Enter the website in your browser www.myeducation.gov.bc.ca/aspen



#### **Change Temporary Password**



-minimum 8 characters, maximum 14

-at least one upper case and one lower

case letter

-at least one number
-at least one of symbols \$, # or \_

An example of an acceptable password is: **Abc\$1234** 

Rockridge Secondary School 5350 Headland Drive, West Vancouver, B.C., V7W 3H2 www.sd45.bc.ca/rockridge

## Set Security Preferences (To allow self-serve password reset)



- Enter Primary email
- Choose a security

question

- Confirm Answer

- Make a note of your USER ID Primary email Password Security question and answer

☐ If you forget your password you will need to choose "I forgot my password" and follow prompts to reset your password

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