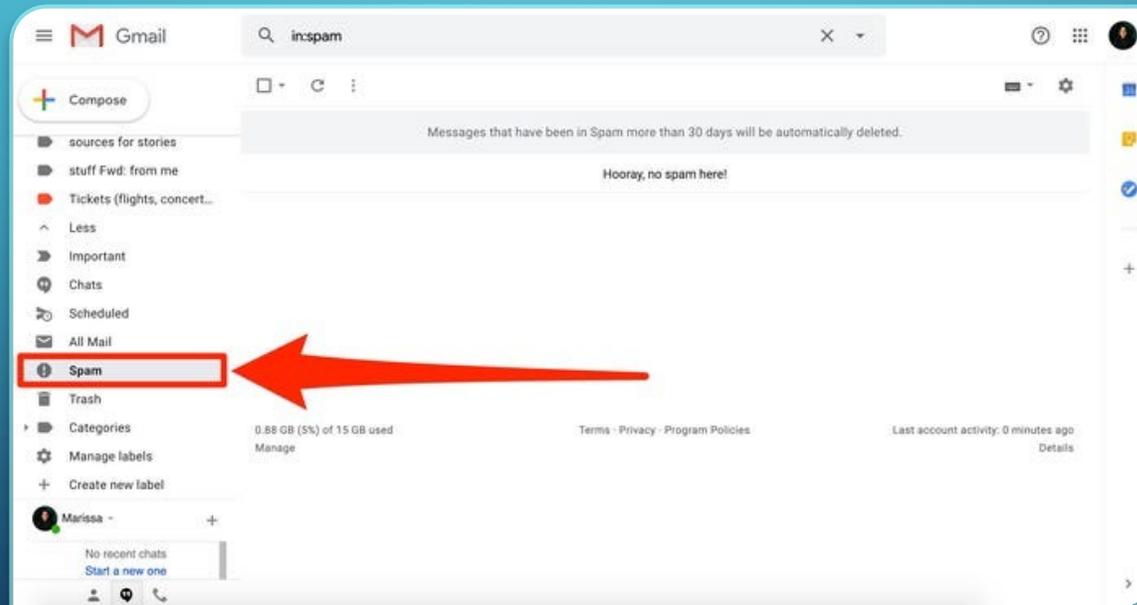


A decorative graphic on the left side of the page, consisting of a network of light blue lines and circles that resemble a circuit board or a data network. The lines are vertical and horizontal, with some diagonal connections, and the circles are small and white, acting as nodes or junctions.

HOW TO SET UP MYEDBC

GETTING STARTED

- A login ID and temporary password will be given to you or sent to the email the school has for you
- Check your spam/junk email folder



FIRST TIME LOGGING IN

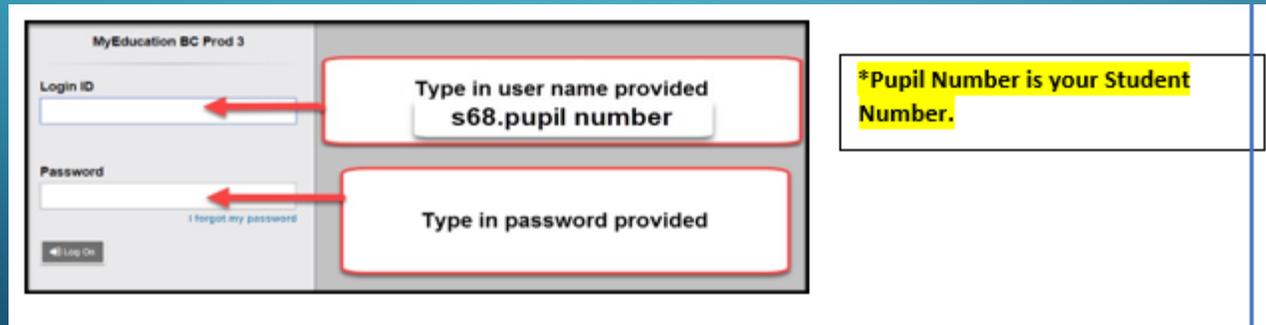
- Use a computer, not a cellphone
- A cellphone may be used after you have set up your account
- Once you enter your information, you will be told your password has expired
- You will be asked to choose a new password

KEY POINTS

DO NOT	Do NOT do a google search
Go	Go to the Dover Bay website
Click on	Click on Quick Links (on the right of the menu bar)
Select	From the drop-down list, select My EDBC
Bookmark	When the login page opens, bookmark it for the future

LOGIN ID AND PASSWORD

- Your login ID will be s68.studentnumber (For example, s68.112233)
- Your password was sent to you
- Pay attention to whether it is a zero (0) or an O



The image shows a screenshot of a login page titled "MyEducation BC Prod 3". The page has two input fields: "Login ID" and "Password". A red arrow points from a text box to the "Login ID" field, and another red arrow points from a text box to the "Password" field. A "Log On" button is located at the bottom left of the form. A "I forgot my password" link is positioned below the password field. To the right of the login form, there is a yellow highlighted text box with a black border.

MyEducation BC Prod 3

Login ID

Password

I forgot my password

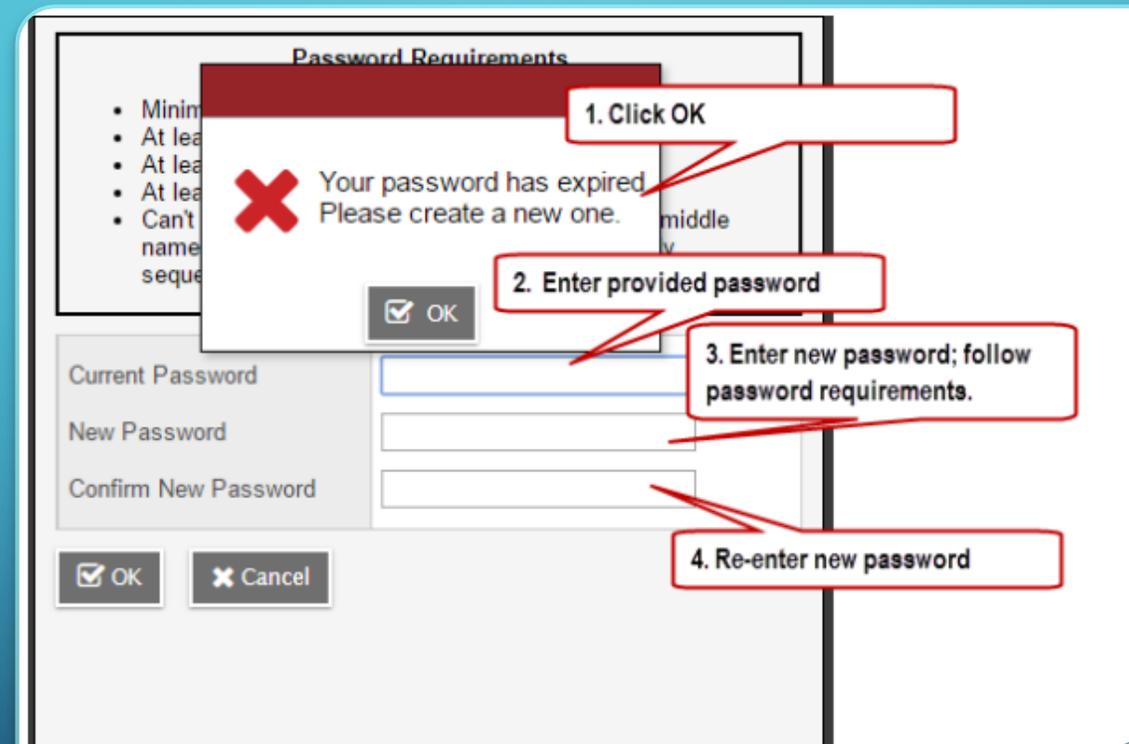
Log On

Type in user name provided
s68.pupil number

Type in password provided

*Pupil Number is your Student
Number.

- If entered correctly, a popup will open with a red X asking you to change your password



PICKING A NEW PASSWORD



Think of something you will easily remember



Try a favourite sport or hobby, and add a number and symbol like \$



Remember to include at least one capital letter



Either save your password on your phone, write it down and take a picture, or email it to yourself

SECURITY QUESTIONS

- Set up your security question so you can reset your password
- Your answer will be case sensitive:

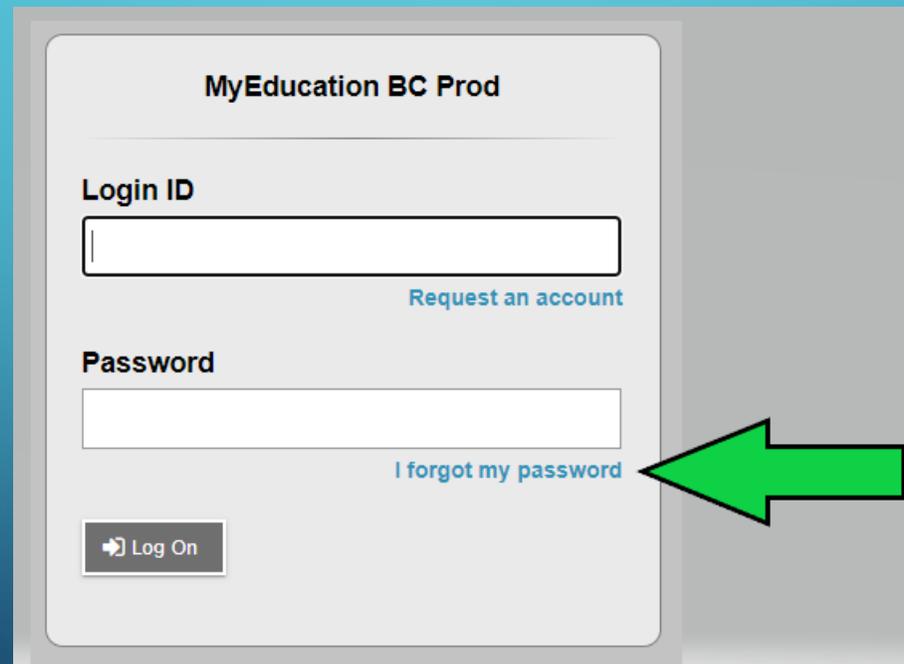
Edmonton is not the same as edmonton

RESETTING YOUR PASSWORD

- You will need to reset your password if you:
 - Forget your password
 - Get the message that your account has been disabled

STEP 1

- On the login screen
 1. Click on the blue hyperlink, “I forgot my password”



The screenshot shows a login interface for 'MyEducation BC Prod'. It features a 'Login ID' field, a 'Password' field, and a 'Log On' button. A blue hyperlink labeled 'I forgot my password' is located below the password field, and a green arrow points to it from the right. A 'Request an account' link is also visible below the login ID field.

MyEducation BC Prod

Login ID

[Request an account](#)

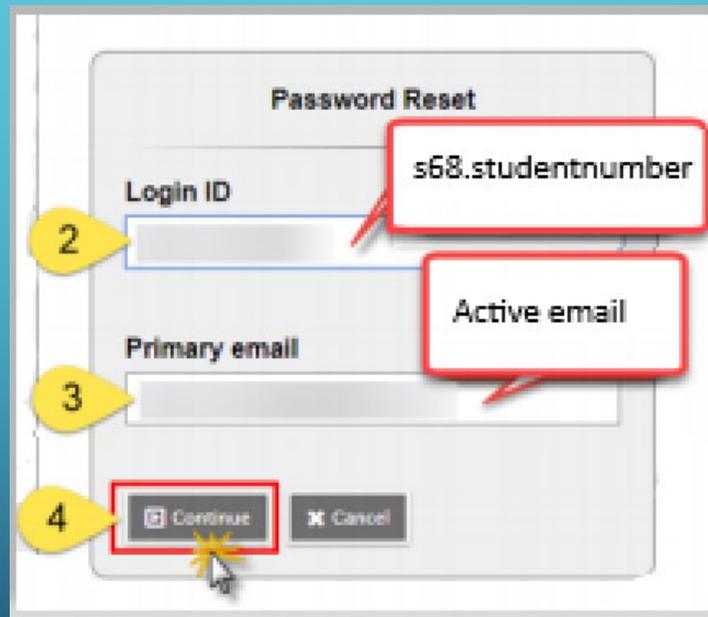
Password

[I forgot my password](#)

 Log On

STEP 2

Enter your information



The image shows a 'Password Reset' form with the following fields and annotations:

- Login ID:** A text input field containing the text 's68.studentnumber'. A yellow callout bubble with the number '2' points to the field. A red callout bubble with the text 's68.studentnumber' points to the text inside the field.
- Primary email:** An empty text input field. A yellow callout bubble with the number '3' points to the field. A red callout bubble with the text 'Active email' points to the field.
- Buttons:** At the bottom, there are two buttons: 'Continue' and 'Cancel'. A yellow callout bubble with the number '4' points to the 'Continue' button, which is also highlighted with a red border. A mouse cursor is positioned over the 'Continue' button.

STEP 3

- Remember:
Edmonton is not
the same as
edmonton!

The image shows a 'Password Reset' form with three input fields and a submit button. The form is titled 'Password Reset' at the top. The first field is labeled 'Login ID', the second 'Primary email', and the third 'What city were you born in?'. A yellow callout bubble with the number '5' points to the third field. A red callout bubble with the text 'Enter the answer. Answers are case sensitive.' points to the third field. A yellow callout bubble with the number '6' points to the 'Submit' button, which is highlighted with a red box. A mouse cursor is hovering over the 'Submit' button.

Password Reset

Login ID

Primary email

What city were you born in?

5

6

Submit

Enter the answer.
Answers are case
sensitive.

CHANGING YOUR SECURITY QUESTION



You must be logged in



Click on your name in the upper right-hand corner



Select “Set preferences” from the list



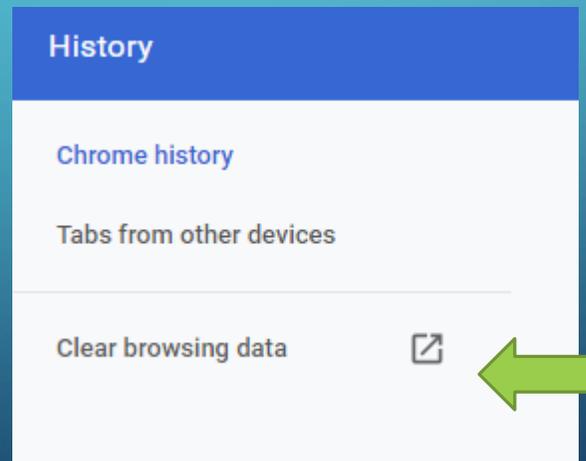
In the pop-up window, select the tab labelled “Security”



Select a new question, and enter your answer

HAVING PROBLEMS?

- Clear your browsing history
 1. Hit CTRL + H
 2. On the left side, click on “Clear browsing data”



MORE TIPS

- Enable pop ups
- Type in your login ID and password instead of using copy and paste
- Use a different device or web browser
- Reset your password

IMPORTANT

- Your password will need to be reset about every 90 days
 - TIP: **Basketball\$3** you can change to **Basketball\$4**
- If you email for help, please include
 1. your first and last name
 2. your student number

FEATURES OF MYED



YOUR
TIMETABLE



COURSE
SELECTION



REPORT
CARDS



EMAIL LINKS
FOR TEACHERS

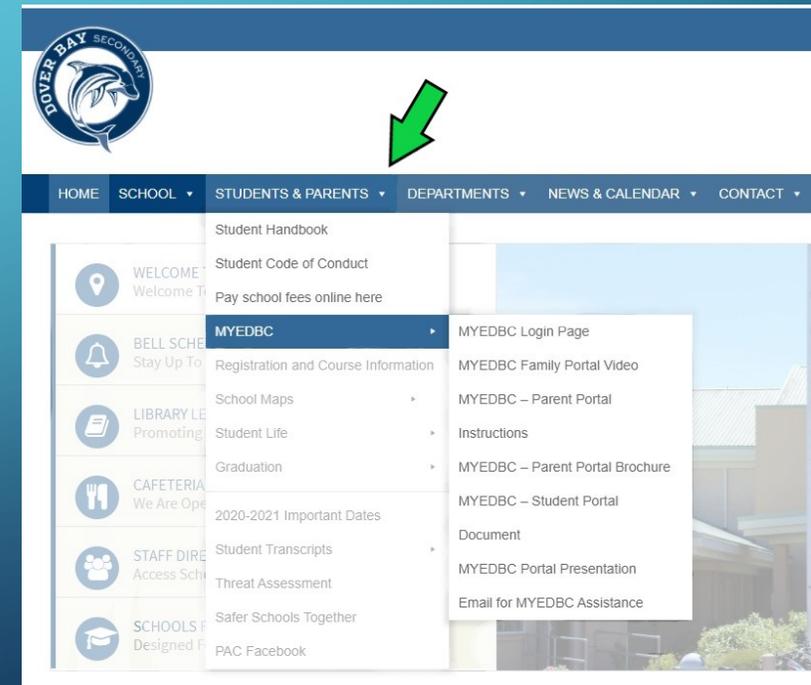


ATTENDANCE

TO GET HELP:

You can find more information on the Dover Bay website

1. Click on “Students & Parents”
2. My EDBC
3. Select the video tutorial or a document



IF ALL ELSE FAILS

Click on the link at the bottom of the Dover Bay website

Dv-familyportalquestions@sd68.bc.ca

International students can email:

IF-familyportalquestions@sd68.bc.ca