

# STUDENT PORTAL INFORMATION

## How to Log-on:

Link to the proper Log-on page: <https://myeducation.gov.bc.ca/aspen/logon.do>

Log-in ID: This is your student number (the one on your ID card)

Password: Use the Password you used the last time you logged on.

### First time logging on? Forgot your password?

Email [Yale@abbyschools.ca](mailto:Yale@abbyschools.ca) and ask for a temporary password (password reset).

Please do not phone for a password reset, we need the request to come from an email account.

This request must come from the student using their learn34 email account.

Once a password has been reset, you will receive an email (to your learn34 email), with your Log-in ID and a new temporary password.

As soon as you log-on with the temporary password, you will be told that it has expired. Click “OK”. Now enter the same temporary password as your ‘current password’ and then enter a new password using the criteria the program sets out for you. Enter it again and you should be logged in. Write your new password down or put it in your phone as you WILL need to log into the MyEd Student Portal again in the future.

Password resets will only be done during regular school hours. If you email a request in the evening or on the weekend, please do not expect a reply until at least noon on the following school day.

Once logged-in to the Student Portal, click the “My Info” top tab.

Under “My Info”, the bottom tab on the left side (requests), is where you will enter or view your requests for the next school year.

Using the “Requests” tab on the left side you will be able to select your courses for next year while the Portal is available. After the cut-off date you are given during course planning, you will not be able to select or change your requests, but you will still be able to view them and see teacher recommendations (if your academic teachers chose to do on-line recommendations).

### Some Hints

1. Please don't pay any attention to the number of credits you see on the “requests” tab.
2. You can review your choices and look at teacher recommendations by clicking on the “Exit Entry Mode” link on the main page.



3. A number of subject areas have more options than fit on one page. Please use the ‘down arrow’ to get to the other pages of options available.



4. Please choose 2 alternate choices for electives in case the schedule cannot accommodate your first request.
5. To undo a choice, go back and un-click the box beside the course and then make your new choice.

# STUDENT PORTAL INFORMATION

<< Exit entry mode

2019-2020 - Requests: 0 primary, 0 alternate - 1

**Instructions**



Students must pick 8 courses each year, not including Extended Day classes. Extended Day classes include: Concert Band, Jazz Band, Choir, Work Experience, Grad Transitions will be assigned to you automatically. Students must choose Communications 12 or English 12 and 7 other courses.

**REGARDING STUDY BLOCKS:** If you have chosen 5 academic courses (these are the bolded, underlined courses listed below), you qualify for ONE STUDY 1 students taking single AP 12 courses - Please choose a Year Long (YL) study not a full Academic Study.

**NOTE:** Support Blocks which have been approved can be added. Support Blocks replace electives.

Students must also choose 2 alternate elective courses. This is crucial in case first choice electives are unavailable.

Don't forget there may be a pull down menu to get you to the second or third page of choices, once you start the selection process.

**Primary requests**

Subject area	SchoolCourse > CrsNo	SchoolCourse > Description
Select... English Language Arts		
Select... Mathematics		
Select... Sciences		
Select... Social Studies		
Select... Languages		
Select... Physical Education		
Select... Electives		

Click on the “Select” button by each subject area. Follow the directions and make your course choices by clicking on the square beside the course. When you have chosen all the courses you want in that subject area, click “OK” at the bottom.

**Instructions**

Career & Life Links for Biology: There are a tremendous number of careers available

Career & Life Links for Chemistry: Chemistry is often called the “central science”. It is essential for developing your problem solving skills in the mathematical and conceptual realms

Career & Life Links for Physics: Students having physics credits entering post-secondary to anyone entering Sciences or any trade and a must for engineering

< 1:10 | MATPH12 >

Select	CourseNumber	CourseDescription	Academic level	Credit
<input type="checkbox"/>	MATPH12	ANATOMY AND PHYSIOLOGY 12	Regular	4.0
<input type="checkbox"/>	ABIO-12	AP BIOLOGY 12	Regular	4.0
<input type="checkbox"/>	ACHE-12	AP CHEMISTRY 12	Regular	4.0

*Use the pull-down menu or the arrow to get to the next page of choices.*

To undo a choice, go back and un-click the box beside the course, then make your new choice.

Once you have made all your choices, scroll down and hit the “Post” box. You can still go back in and make changes until the cut-off date

**You must also choose 2 alternate choices using the alternate selection box.**

# STUDENT PORTAL INFORMATION

Your program choices are:

1.	2.	3.	4.
5.	6.	7.	8.
Extended day	Extended day	Alternate	Alternate