

MyEd PARENT PORTAL

How to Navigate Within the Portal

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

The screenshot shows the MyEd Parent Portal interface. At the top, there are four top tabs: 'Pages', 'Family', 'Academics', and 'Calendar'. The 'Pages' tab is highlighted. On the left side, there are side tabs: 'Home' and 'Page Directory'. The 'Page Directory' tab is highlighted. The main content area displays a welcome message for 'MyEducation BC PRODUCTION' and a notice about 'Weekly Maintenance Windows - Outages may be required'. Below this, there are sections for 'Recent Activity' and 'Published Reports'. The 'Recent Activity' section shows a search bar and a list of activity items. The 'Published Reports' section shows a table with columns for 'Filename', 'DateUploaded', 'Creator', and 'Description'. A red arrow points to the 'Pages' top tab.

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.

The screenshot shows the MyEd Parent Portal interface. At the top, there are four top tabs: 'My Info', 'Academics', 'Calendar', and 'Locker'. The 'My Info' tab is highlighted. On the left side, there are side tabs: 'Home' and 'Page Directory'. The 'Page Directory' tab is highlighted. The main content area displays a welcome message for 'MyEducationBC SDTest' and a notice about 'Weekly Maintenance Windows - Outages may be required'. Below this, there are sections for 'Recent Activity' and 'Published Reports'. The 'Recent Activity' section shows a search bar and a list of activity items. The 'Published Reports' section shows a table with columns for 'Filename', 'DateUploaded', 'Creator', and 'Description'. A red arrow points to the 'Published Reports' section.

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

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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 name) then click on the available side tabs to see details about the student you selected.


The screenshot shows the MyEd Parent Portal interface. At the top, it says "Surrey 2016-2017" and "Test". Below that is a navigation bar with tabs for "Pages", "Family", "Academics", and "Calendar". The "Family" tab is selected. Below the navigation bar is a "Students" section. On the left is a sidebar with side tabs: "Details", "Contacts", "Transcript", "Assessments", "Schedule", "Membership", "Transactions", "Documents", and "Notification". The "Details" side tab is selected. The main content area shows a search bar with "Search on Name" and a filter icon. Below the search bar is a table with columns: "Name", "DOB", "Grade", and "School > Name". The table is currently empty, and it says "0 of 1 selected" and "Active Students" on the right.

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.

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The screenshot displays the MyEd Parent Portal interface for the 'Surrey 2016-2017' school year. At the top, there is a header with the text 'Surrey 2016-2017' and a sub-header 'Test'. Below this is a navigation bar with tabs for 'Pages', 'Family', 'Academics', and 'Calendar'. The 'Family' tab is currently selected. Underneath the navigation bar, there is a 'Students' section with a search bar and a dropdown menu. The search bar contains the text 'Search on Year' and has a search icon. The dropdown menu is open, showing options: 'Current Year', 'Current School', and 'All Records'. The 'All Records' option is selected. To the right of the search bar, there is a red 'Alert' icon and a '0 of 0 selected' indicator. Below the search bar, there is a table with columns 'Year', 'Grade', and 'Desc'. The table is currently empty, with the text 'No matching records' displayed at the bottom right. On the left side of the interface, there is a sidebar with various menu items: 'Details', 'Contacts', 'Transcript', 'Transcript Details', 'Credit Summary', 'Grade Point Summary', 'Programs of Study', and 'Graduation Summary'.

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.


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Academics Top Tab

This 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.

Description	Description	Course	Term	Teacher	Classrm	Term Performance	Abs	Tdy	Dsm
<input type="checkbox"/> CAREER EDUCATION 8	CAREER EDUCATION 8	MCE-08-Y-01	FY		A203		0	0	0
<input type="checkbox"/> MATHEMATICS 8	MATHEMATICS 8	MMA-08-Y-02	FY		A206		2	0	0
<input type="checkbox"/> SC SCIENCE 8	SC SCIENCE 8	MSC-08-Y-02	FY		A206		0	0	0
<input type="checkbox"/> ENGLISH 8	ENGLISH 8	MEN-08-Y-02	FY		A206		1	0	0
<input checked="" type="checkbox"/> SS SOCIAL STUDIES 8	SS SOCIAL STUDIES 8	MSS-08-Y-02	FY		A206		0	0	0
<input type="checkbox"/> FRENCH 8	FRENCH 8	MFR-08-Y-05	FY		C202		2	0	0
<input type="checkbox"/> LIFESKILLS 8	LIFESKILLS 8	MADGED8-Y-08	FY		B102		1	0	0
<input type="checkbox"/> PHYSICAL AND HEALTH EDUCATION 8 GIRLS	PHYSICAL AND HEALTH EDUCATION 8 GIRLS	MPHE-08G-Y-03	FY		GYM1		1	0	0
<input type="checkbox"/> ARTS EDUCATION 8	ARTS EDUCATION 8	MAE-08-Y-04	FY		B103		0	0	0

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.

Change Filter to All Records

Change Dictionary to All

Side tabs

Assignments - may provide assignment and assessment information.

Attendance - 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.

