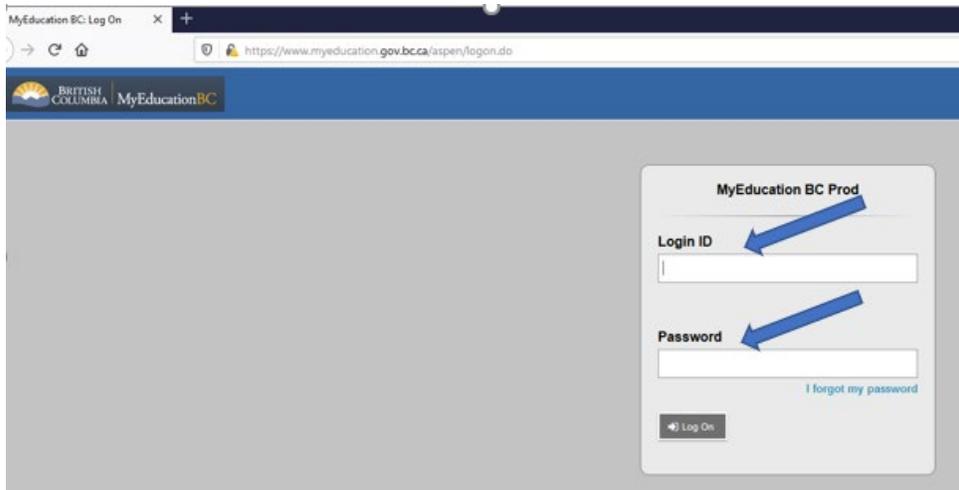


## Gleneagle Secondary

### Instructions on how to create a MyED account (Student Version)

MyED is our electronic student management system. Your MyED account allows you to see your timetable, access your report cards and eventually fill in your course selection requests for the following year.

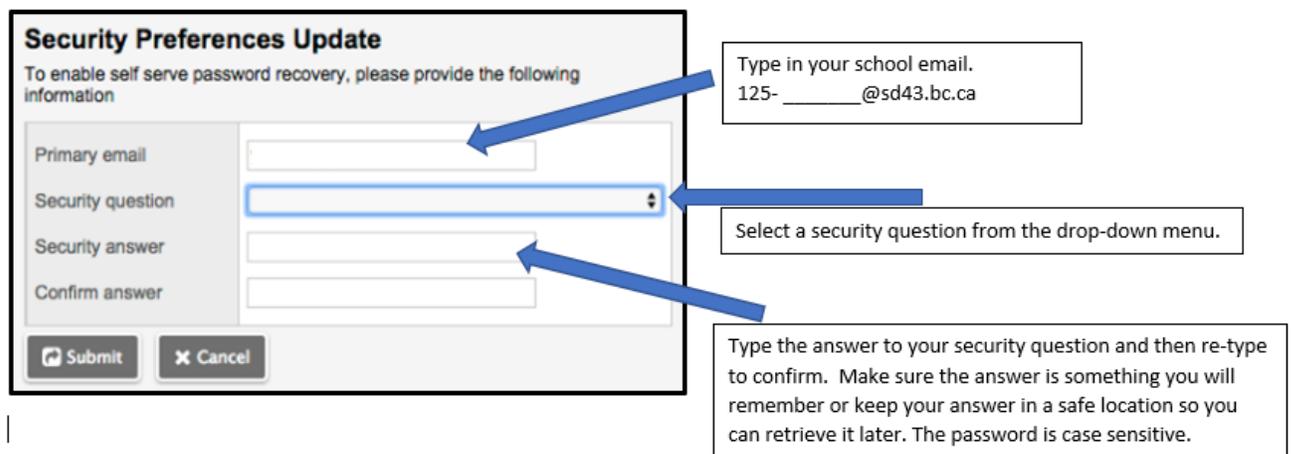
- A. When a student is added to Gleneagle for the first time, MyED sends an email to the student's 125-school email account with a **temporary password**. You may need to search through your emails or junk folder to find it. It will be from [sysadmin@myeducation.gov.bc.ca](mailto:sysadmin@myeducation.gov.bc.ca).
- B. Go to the MyED website: <https://www.myeducation.gov.bc.ca/aspden/logon.do>



Your **Login ID** is your school email address: 125- \_\_\_\_\_@sd43.bc.ca

The first time you login, you need to enter the **temporary password** sent to you by email.

- C. You will be prompted to set a security question.



- D. The next time you login you will get the login screen seen below. If you forget your password, click on "I forgot my password". Do not try to guess because if you enter an incorrect password too many times you will be locked out. If this happens, your password will need to be re-set by the main office or administration by emailing [gleneagle@sd43.bc.ca](mailto:gleneagle@sd43.bc.ca). This is not instantaneous and can take multiple days before the account is re-set.

