How to Log-in: *Note: The first time you log-in you will need to use a computer, not a mobile device or tablet.

- 1. Open your internet browser and go to https://www.myeducation.gov.bc.ca/aspen/logon.do
- 2. Enter your username (33firstname_lastname)
- 3. Enter your password and click on **okay**. If you have not logged in before and do not know your password please email gwg@sd33.bc.ca and your password will be emailed to you. If you are new to GW Graham, your default password is Sept\$2020.
- 4. The first time you log-in you will be prompted to enter an email address and change your password.
 - a. Your password must contain special characters; you can click on the blue text "click to view" to see the specific requirements for the password

Checking Your Student's Class Schedule

- 1. Once you are logged-in, click on the "my info" top tab.
- 2. Then, click on the "current schedule" tab on the left-hand side of the page.
- 3. The schedule should now appear like the one shown below (list view). The year will begin with students attending their "Octet 1" course. After approximately 5 weeks, students will then transition to their "Octet 2" course. These transitions will continue every 5 weeks throughout the year, ending with the "Octet 8" course.

Course	Description	Term 🔺	Schedule	Clssm	Teacher
XAT09 CED-07	CAREER ED 09	FY	1-2(5)	C184	Bhatti, Ron
XAT09 TU-01	TUTORIAL 09	FY	1-2(8)	C156	Graham 1, (Bernard)
MEN09FA-02	HUMANITIES 09 FINE ARTS - A	Octet 1&5	1(1)	C250	Croucher, Shane
MSS09FA-02	HUMANITIES 09 FINE ARTS - B	Octet 1&5	2(1)	C250	Croucher, Shane
MVA09-01	ART 9	Octet 2	1-2(2)	B112	Graham 12, (Bemin)
MFR09-05	FRENCH 09	Octet 3	1-2(3)	B105	Warawa, Kelsi
MPHE-09BB-01	PHE 09 - BASKETBALL	Octet 4	1-2(4)	A129	Folka, Colleen

4. If the schedule is not displayed in the format above, click on the "list view" option shown circled below.

Pages	My Info	Academics	Groups	Calendar	Locker					
Current schedule										
My Details	Onti	epor	ts 🗸 Help	•						
Transcript	<< Lis	st view								
Current										
Schedule Details	Time		<mark>.</mark> S1		~					

Questions?

For questions or concerns in accessing MyEducationBC, please email **gwg@sd33.bc.ca** and someone will get back to you promptly.