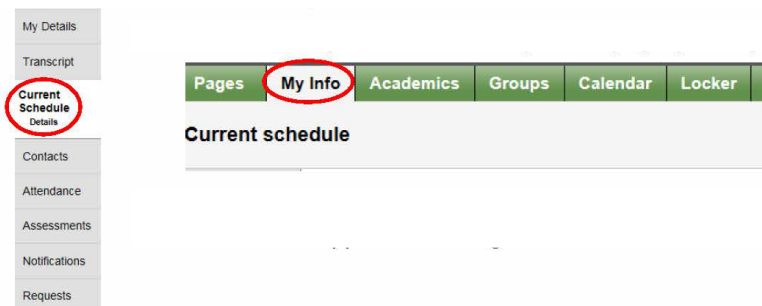

G.W. Graham MyEd BC Student Manual

How to Log-in:

1. Open your internet browser and go to <https://www.myeducation.gov.bc.ca/aspen/logon.do>
2. Enter your username (student number)
3. Enter your password and click on **okay**. If you have not logged in before and do not know your password please click on “Trouble logging in?” and select “Reset your password”. Your password will be emailed to your school email. If you are new to GW Graham, your password is Gwg\$2026.
4. The first time you log-in you will be prompted to enter an email address and change your password.
 - a. Please enter your sd33online.ca email account as this account will be used to send communication from the school. (student#@sd33online.ca)
 - b. Your password must contain special characters; you can click on the blue text “Requirements” to see the specific characters required.
 - c. **Please note that the first time you log in it should be from a computer, not a phone.**

Finding Your Schedule

1. Click on the My Info tab at the top of the page (in the green area)
2. Click on the Current Schedule tab on the side of the page (in the grey area). The schedule will appear on the right hand side.



Checking Your Grades

1. Click the **Academics** top-tab.
 - a. Your classes will be listed in this window. The most recent grade in each course, for the current term will be in the blue highlighted area. (In the example shown below the grade is for term 4 (Q4 = quarter 4)).

- b. Marks will only be shown for courses where the teacher has chosen to make the mark visible.
- c. If the grade is not visible and you would like to know how you are doing in that course, please see your teacher.

☐	Description	Description	Course	Term	Teacher	Classrm	Current Term Performance	Abs	Tdy	Dsm
☐	WORK EXPERIENCE 12A	WORK EXPERIENCE 12A	MWEX-2A-97	FY	Long, Jen	B222		2	0	0
☐	FOODS AND NUTRITION 11	FOODS AND NUTRITION 11	MFDN-11-23	S2	Rahnborn, Kelly	E101	Q4 96.0 A	1	0	0
☐	SOCIAL STUDIES 11	SOCIAL STUDIES 11	MSS--11-23	S2	Wieler, Gary	C119		1	0	0
☐	CHEMISTRY 11	CHEMISTRY 11	MCH--11-21	S2	Ego, Lisa	C222	Q4 77.2 B	1	0	0
☐	ENGLISH 12	ENGLISH 12	MEN--12-24	S2	McDowell, Jason	PT#3		1	0	0

2. For more detailed information on the mark displayed, click on the name of the class in the list and then click on the **Assignments** side-tab.
 - a. The assignments will be shown in a list, with percentages for each one listed.
 - b. If the teacher has included written feedback for the assignment in the program, these comments will be shown in the far right-hand column.
3. To go back and view the detailed mark for another class, click on the blue “Classes” link under the options menu in the top left-hand corner of the screen.

Questions?

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