



### Accessing MyEducation BC:

Please visit the OKM website.

Click on this icon, halfway down the website.

[www.okm.sd23.bc.ca](http://www.okm.sd23.bc.ca)



### Login:

If this is your **first time** logging in, enter the Login ID and the temporary password provided, then click Log On.

Note: MyEducation BC is **CASE sensitive**.

*If you have already logged into MyEducation BC, enter your Login ID and Password.*

*If you cannot remember your password or login name, please come to the Office or send an email to one of the email addresses on the bottom of this sheet.*

### Password:

The **first time** you login, MyEducation BC will request that you change your password.

Enter your temporary password into the current password field, enter a new password following the **PASSWORD REQUIREMENTS** in New Password and Confirm New Password.

Note: An error message will appear if you have not used the password requirements listed to create a new password.

*If you have had your password reset by the office, you will do this step. Your current password is the password that was emailed to you.*

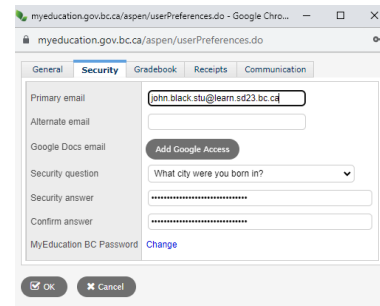
- Password Requirements**
- Minimum length is 8
  - At least one number
  - At least one capital and lowercase letter
  - At least one symbol that isn't a letter or number
  - Can't contain 'password', login name, first name, middle name, last name, date of birth, personal id, or only sequential letters or numbers



### Security Preferences:

After creating your password you will be prompted to confirm your email address (must use your @stu.learn email address) and enter your Security Preferences by choosing a security question and answer.

*You only need to do this step the first time you log into MyEducation BC.*



### Find your Written Learning Updates (Report Cards) and Schedules:

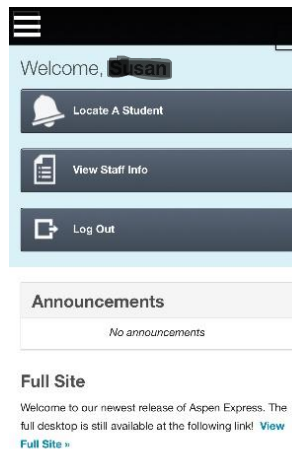
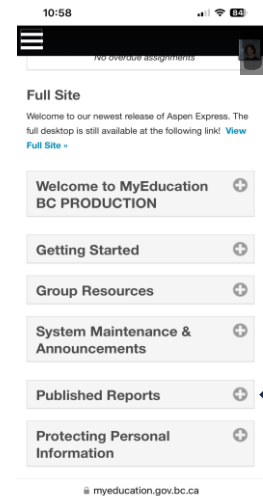
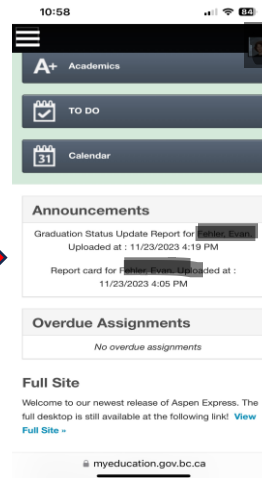
Under "Announcements", click on the report you would like to open.

OR

Click on "Published Reports", click on the document that you would like to open, click on download. It will be downloaded to your phone. Open the download.

OR

Click on "View Full Site". Follow the next step below to find your "Written Learning Update".



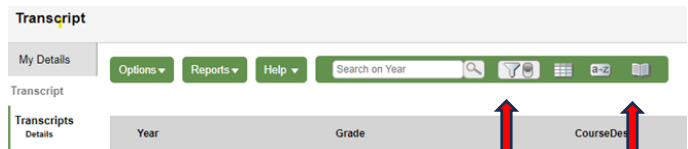


Under the **Published Reports Heading** (halfway down on the right-hand side).

**Published Report Cards and Schedules will remain on the system for a certain period of time. Published reports are only available for the Current School Year; it is recommended you download the report to your phone.**

All current and previous class marks will be on Transcript side tab:

- Click on My Info Top Tab
- Click on Transcript Side Tab
- Click on the Filter Icon
- Click on All Records
- Click on Dictionary Menu
- Click on All



**If you have any troubles logging in, or you need a password reset:**

**Email:**

**[susan.fehler@sd23.bc.ca](mailto:susan.fehler@sd23.bc.ca)**

**[alana.francis@sd23.bc.ca](mailto:alana.francis@sd23.bc.ca)**

**OR**

**Come to the front office and we can help you!**