



Grade 9 MyEd Course Selection Instructions

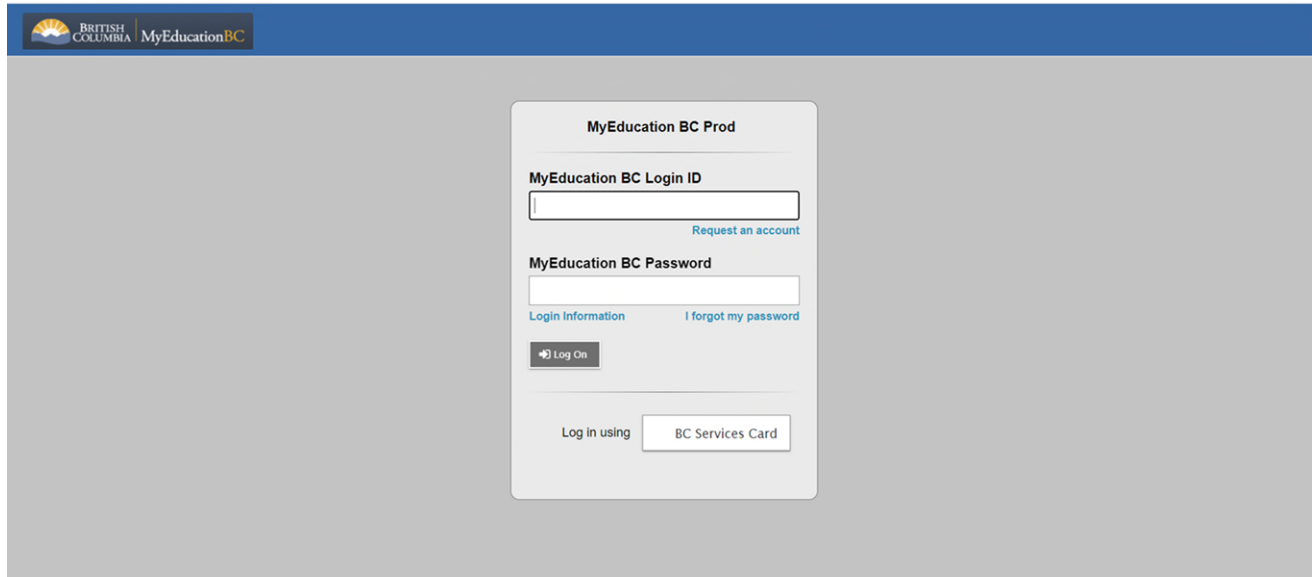
You will need your MyEd Portal login information provided by your teacher/school.

- Login ID is your student number
- Password is temporary - you will be prompted to create a new one. Keep this private.
 - The password should be a minimum of 8 characters long, have both upper and lower case letters, and a number, and a symbol.
- if you do not have a Login ID/password, please email belmontmyedportalsupport@sd62.bc.ca

*** You must use a computer (not a cell phone) the first time you log into MyEd or your account will be disabled!

Step 1: Log in to MyEd Student Portal

Go to <https://myeducation.gov.bc.ca/aspen/logon.do>



The screenshot shows the login interface for the MyEducation BC Prod system. At the top left, there is a header with the British Columbia logo and the text "MyEducation BC". The main content area is a light gray box with a white border. Inside this box, the title "MyEducation BC Prod" is centered at the top. Below the title, there are two input fields: "MyEducation BC Login ID" and "MyEducation BC Password". To the right of the password field, there is a link that says "Request an account". Below the password field, there are two links: "Login Information" and "I forgot my password". At the bottom of the login section, there is a "Log On" button with a right-pointing arrow. Below the "Log On" button, there is a "Log in using" label and a "BC Services Card" button.

MyEducation BC Prod

MyEducation BC Login ID

Request an account

MyEducation BC Password

Login Information I forgot my password

Log On


Log in using BC Services Card

MyEducation BC Prod 10

Login ID

Password

[I forgot my password](#)

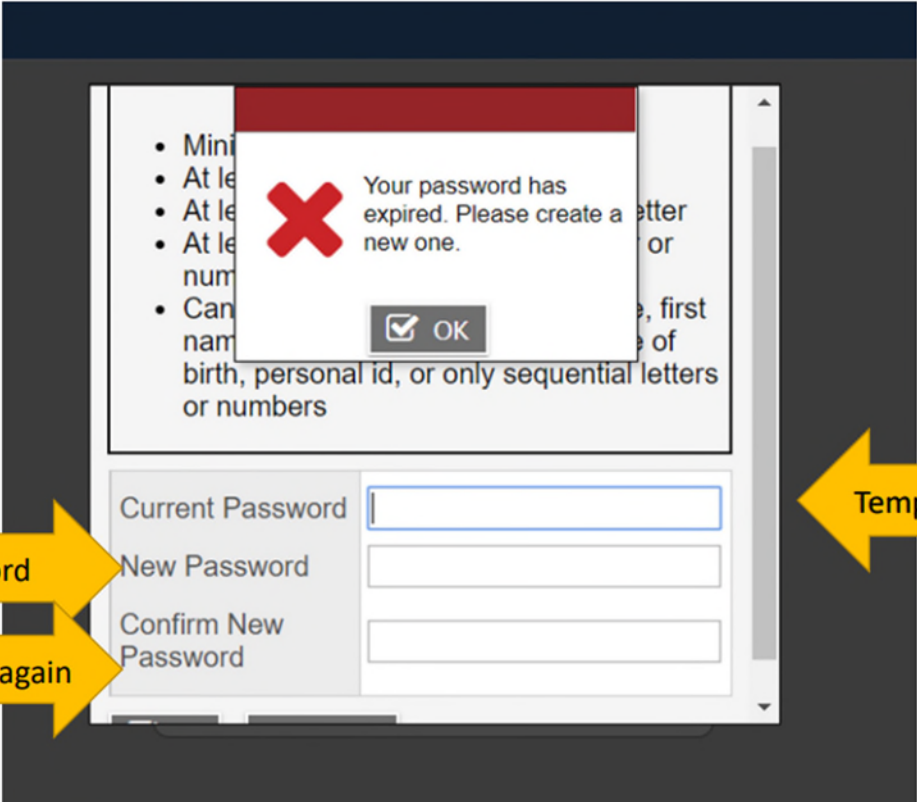
 Log On

Student number

Temporary Password
Be accurate

Your First Time Logging in
must be with a computer!!

This will be your first successful login!!



The image shows a screenshot of a password change interface. A modal dialog box is open, displaying a red 'X' icon and the message: "Your password has expired. Please create a better new one." Below the message is an "OK" button. In the background, a form is visible with the following labels and input fields:

- Current Password
- New Password
- Confirm New Password

Three yellow arrows point to the form fields:

- An arrow points to the "Current Password" field with the text "Enter your new password".
- An arrow points to the "New Password" field with the text "Enter your new password again".
- An arrow points to the "Confirm New Password" field with the text "Temporary Password Again".



Next Step - You will be asked for an email address.

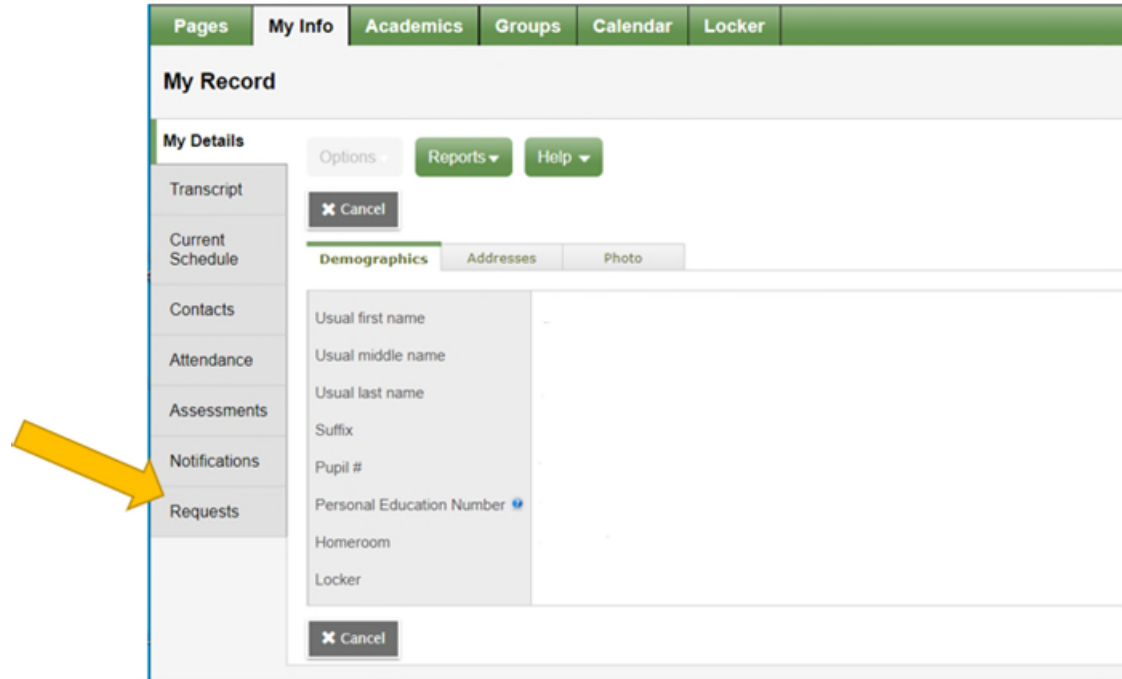
- Enter the email that you use most frequently.
You need this for password recovery.
- You will then select a security question, such as
what city were you born in.

Once logged in you will see this page

Click the “My Info” tab



Next: Click the “Requests” button (on the left side menu)



The screenshot shows a user interface for a 'My Record' page. At the top, there is a navigation bar with tabs: 'Pages', 'My Info', 'Academics', 'Groups', 'Calendar', and 'Locker'. Below this, the 'My Record' section is visible. On the left, there is a sidebar menu with the following items: 'My Details', 'Transcript', 'Current Schedule', 'Contacts', 'Attendance', 'Assessments', 'Notifications', and 'Requests'. A yellow arrow points to the 'Requests' button. The main content area shows a form with tabs: 'Options', 'Reports', and 'Help'. Below these is a 'Cancel' button. The 'Demographics' tab is selected, showing fields for 'Usual first name', 'Usual middle name', 'Usual last name', 'Suffix', 'Pupil #', 'Personal Education Number', 'Homeroom', and 'Locker'. There is another 'Cancel' button at the bottom of the form.

The next screen will begin with some instructions.

Please read carefully, then begin to scroll down.

Your core subjects have already been chosen for you.

Instructions

Grade 9 Course Selection

All students take the following courses:

- English Language Arts 9
- Mathematics 9
- Physical and Health Education 9
- Science 9
- Social Studies 9

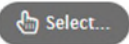
Grade 9 students select:

- **3 primary electives** (for a total of 8 courses inside the timetable) **and**
- **2 alternative electives** (in case primary elective choices cannot be scheduled)

For information regarding courses, please view and discuss our [Grade 9 Course Selection Booklet](#) with your parents.

We look forward to having you join us and hope your secondary school years are filled with learning, engagement and personal growth.

Primary requests

| | Subject area | SchoolCourse > CrsNo | SchoolCourse > Description |
|---|---------------|----------------------|---------------------------------|
|  | Core Subjects | MEN--09 | ENGLISH LANGUAGE ARTS 9 |
| | | MMA--09 | MATHEMATICS 9 |
| | | MPHE-09 | PHYSICAL AND HEALTH EDUCATION 9 |
| | | MSC--09 | SCIENCE 9 |
| | | MSS--09 | SOCIAL STUDIES 9 |

Electives

Primary requests

| | Subject area |
|-----------|------------------------|
| Select... | Core Subjects |
| Select... | ELL |
| Select... | Electives |
| Select... | Electives: Recreation |
| Select... | Electives: Choice Prgm |
| Select... | Electives: Outside TT |

ELL - only for students with ELL designation

See slide # 11

See slide # 12

See slide # 13

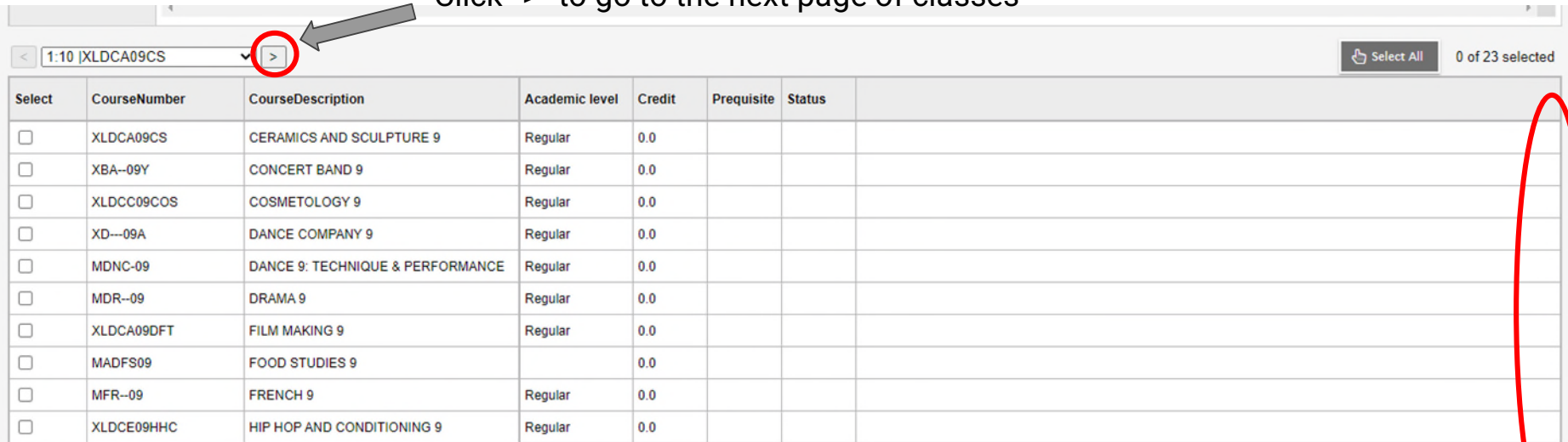
"Electives: Outside TT" – optional / extra courses
– see slide # 14

You can only have a combined total of 3 'elective' choices.
* Unless you chose Active Living (recreation) and/or yearlong course (choice program)

Under **“Electives” tab**, click through the pages and select your 3 top choices for electives, then click “ok” at the bottom.

*please note...

Click “>” to go to the next page of classes



| Select | CourseNumber | CourseDescription | Academic level | Credit | Prerequisite | Status |
|--------------------------|--------------|----------------------------------|----------------|--------|--------------|--------|
| <input type="checkbox"/> | XLDCA09CS | CERAMICS AND SCULPTURE 9 | Regular | 0.0 | | |
| <input type="checkbox"/> | XBA--09Y | CONCERT BAND 9 | Regular | 0.0 | | |
| <input type="checkbox"/> | XLDCC09COS | COSMETOLOGY 9 | Regular | 0.0 | | |
| <input type="checkbox"/> | XD---09A | DANCE COMPANY 9 | Regular | 0.0 | | |
| <input type="checkbox"/> | MDNC-09 | DANCE 9: TECHNIQUE & PERFORMANCE | Regular | 0.0 | | |
| <input type="checkbox"/> | MDR--09 | DRAMA 9 | Regular | 0.0 | | |
| <input type="checkbox"/> | XLDCA09DFT | FILM MAKING 9 | Regular | 0.0 | | |
| <input type="checkbox"/> | MADFS09 | FOOD STUDIES 9 | | 0.0 | | |
| <input type="checkbox"/> | MFR--09 | FRENCH 9 | Regular | 0.0 | | |
| <input type="checkbox"/> | XLDCE09HHC | HIP HOP AND CONDITIONING 9 | Regular | 0.0 | | |

OK

Cancel

Always click ok
to save your
selections

Depending on the device you're using, there may be a few more options below the screen, so please **hold the cursor over the right side border to activate the slide bar** to reveal a few more classes on that page.

Electives: Recreation

Can only pick one (1) from this category.

*** except – if you want Active Living PHE, instead of 'regular' PHE – please click here.

Then you can also have one more from this category – if you want.

| Select | CourseNumber | CourseDescription |
|--------------------------|--------------|--|
| <input type="checkbox"/> | MPHE-09AL | ACTIVE LIVING 9 (alternative to PHE9) |
| <input type="checkbox"/> | XLDCA09AT | ATHLETE TRAINING 9 |
| <input type="checkbox"/> | XLDCE09OE | OUTDOOR EDUCATION 9 |
| <input type="checkbox"/> | XLDCE09BB | SPORTS PERFORMANCE 9 BASKETBALL |
| <input type="checkbox"/> | XLDCE09FB | SPORTS PERFORMANCE 9 FOOTBALL |
| <input type="checkbox"/> | XLDCE09RU | SPORTS PERFORMANCE 9 RUGBY |
| <input type="checkbox"/> | XLDCF09SOC | SPORTS PERFORMANCE 9 SOCCER |
| <input type="checkbox"/> | XLDCE09VB | SPORTS PERFORMANCE 9 VOLLEYBALL |
| <input type="checkbox"/> | XLDCE09BVB | SPORTS PERFORMANCE 9 BASKETBALL/VOLLEYBALL |

☒ OK ☐ Cancel

PHE 10: builds team and individual sports skills, dance, theory, and general healthy living.

PHE 10 Active Living: focuses more on the individual - include yoga, core workouts, Zumba, resistance training, kickboxing, mindfulness, walk/running, Ultimate, Badminton, dance, self-protection, teambuilding, and many others.

Electives: Choice Programs

| Select | CourseNumber | CourseDescription |
|--------------------------|--------------|----------------------------------|
| <input type="checkbox"/> | XAT--09Y | AVID 9 |
| <input type="checkbox"/> | MEN--09D1Y | ENGLISH 9 / SOCIALS 9 - YEARLONG |
| <input type="checkbox"/> | MMA--09Y | MATH 9 / SCIENCE 9 - YEARLONG |
| <input type="checkbox"/> | XLDCE09BAS | BASEBALL ACADEMY 9 |
| <input type="checkbox"/> | XLDC A09RC | CLIMBING ACADEMY 9 |
| <input type="checkbox"/> | XLDCE09HOC | HOCKEY ACADEMY 9 |
| <input type="checkbox"/> | XLDCE09SOF | SOFTBALL ACADEMY 9 |

☒ OK ☐ Cancel

Reminder – Academies or AVID require an additional application.
* These will count as 1 elective each.

Select one or both the “yearlong” courses if you want to replace the usual semester version in your timetable.
* These **do not count as an elective**.

Electives: Outside TT (outside timetable)

These are optional / extra courses that run before or after school.

| Select | CourseNumber | CourseDescription |
|--------------------------|--------------|---|
| <input type="checkbox"/> | XLDCA09AOT | ATHLETE TRAINING 9 OTT |
| <input type="checkbox"/> | XC---09Y | CONCERT CHOIR 9 / CHAMBER CHOIR 9 OTT |
| <input type="checkbox"/> | XD---09 | DANCE CHOREOGRAPHY 9 OTT |
| <input type="checkbox"/> | MMU--09DRL | DRUMLINE 9 OTT |
| <input type="checkbox"/> | XLEAD09Y | LEADERSHIP 9 OTT |
| <input type="checkbox"/> | XLDCB09MRY | MARCHING BAND 9-must enroll in Band &/or Drumline |
| <input type="checkbox"/> | XLDCC09MTH | MUSICAL THEATRE 9 OTT |
| <input type="checkbox"/> | XLDC E09BBO | SPORTS PERFORMANCE 9: BASKETBALL OTT |
| <input type="checkbox"/> | XLDCG09THC | THEATRE COMPANY: PRODUCTION 9 OTT |

☒ OK ☐ Cancel

Alternate Elective Requests

Alternate requests

| | Subject area | SchoolCourse > CrsNo | SchoolCourse > Description |
|---|---------------------|----------------------|----------------------------|
|  Select... | Alternate Electives | | |

You will **NOT** get all of your 1st choice electives, so **please enter 2 or more different alternate electives.**

- entering the same course(s) in both 'elective' and 'alternate' sections will **NOT** guarantee you will get the course.
- not entering any alternates will **NOT** guarantee you will get only your 1st choices.

All that does it let the computer system put you into whatever course has space, and you may be stuck with it. Therefore, you only help yourself by entering 2 or more different alternate electives.

Notes for your counsellor

IF there's anything your counsellor needs to know when adjusting your timetable for next year – please type it in this section.

For Example:

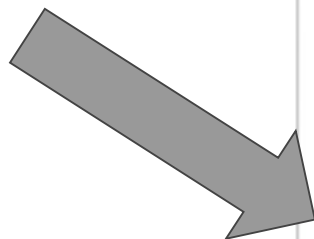
- I'm taking Construction TASK in semester 2
- I plan to take _____ in the summer
- Some other electives I would like are _____, _____

❖ please don't put "make sure I have classes with (a specific teacher) or (your friend's name here)" We are not able to make those accommodations.

Notes for counsellor

Once you've made your selections in each of the appropriate categories, and added any additional things you'd like the counsellor to consider when reviewing your draft schedule for next year.

Then click "Post" to submit your course selection.

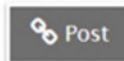


| | |
|-----------|--------------------------|
| Select... | Music |
| Select... | Technology Education |
| Select... | SpecialtyRecreationSport |
| Select... | Outside of the Timetable |
| Select... | Academies |

Alternate requests

| | Subject area |
|-----------|-----------------------|
| Select... | Alternative Electives |

Notes for counsellor



Last posted time:

Approved time:


Once you click “POST” - if you did it correctly you will see a green pop-up box with a green check mark.



If not done correctly, or missing something, you will see a red pop-up box with a red X.

- You may need to add or delete an electice or alternate.





You can make changes
to course requests until
the window closes.

IF you make any changes – make sure to always click **‘Post’** each time
– to save the updated requests.

Once the request window is closed, you have to go to your counsellor to make changes.

If you have any questions or need assistance contact your counsellor.

| Students with last names | Counsellor | Email |
|--------------------------|------------------|--|
| A to E | Todd Robertson | TRobertson@sd62.bc.ca |
| F to L | Michele Kiefert | mkiefert@sd62.bc.ca |
| M to P | Sheyla Beattie | sbeattie@sd62.bc.ca |
| O to Z | Rachael Sandberg | rsandberg@sd62.bc.ca |