2019-2020 Course Selection

Cedar Community Secondary School Online Course Selection How-To:

Step 1: Log into your computer and open up Google Chrome.

Step 2: Go to the Cedar Community Secondary School Website https://cs.schools.sd68.bc.ca/ Choose "Students & Parents" tab. Select "My Ed BC Family Portal".

Step 3: Enter in your Login ID and Password. This is the login and password you use to see report cards etc. If you have this information skip to step 6.

Step 4: If this is your first time logging in you will need a generated password from the office. Once you have that the program will ask you for a new Password. Make certain to record your new password in a safe spot! This new Password must be at least 8 digits long and needs the following:

- An Uppercase Letter
- A Lowercase Letter
- A number
- An alpha-numeric symbol (eg. @, &, %)

Step 5: It will ask you to enter your email address, as well as a security question. If you don't have an email address, please use your Learn68 email. (Eg. Firstname.lastname@learn68.ca)

Step 6: You will see a screen with your name at the top. Go to the top tab "My Info". Then go to the side tab "Requests".

Step 7: <u>Read the instructions.</u> <u>Read the instructions.</u> <u>Read the instructions.</u> <u>Read the instructions.</u>

Step 8: Go through each of the "Select" boxes to choose the courses you need and/or want.

Step 9: Once you have chosen all your courses, scroll to the bottom of the page, and click the button "Post". This sends the information to the school timetabling program.

Step 10: Log off MyEducation BC and log off your computer. Remember your login information because you will need it again for report cards. You will also have until February 22nd to make changes to your course requests.