


INSTRUCTIONS FOR ONLINE COURSE SELECTION

Step 1: Click on MyEd login Link on RSS Website. Student tab – MyEd Portal

Step 2: Login to Myed Portal

Step 3: Choose MyInfo from Top Tabs.

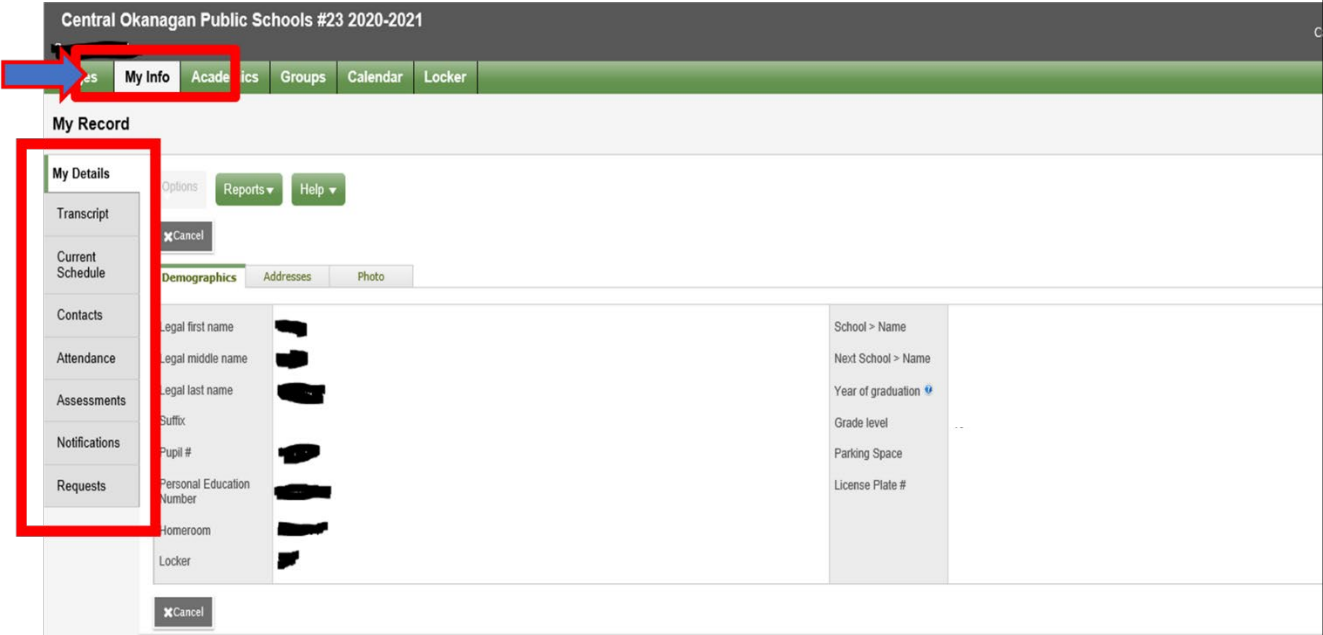


The screenshot shows the top navigation bar of the MyEd Portal. The header reads "Central Okanagan Public Schools #23 2020-2021". Below the header is a green navigation bar with six tabs: "Pages", "My Info", "Academics", "Groups", "Calendar", and "Locker". A blue arrow points to the "My Info" tab. Below the navigation bar is a "Home" button with a house icon and a "Page Directory" button. A banner for "MyEducation BC PRODUCTION" is visible, featuring the British Columbia logo and the text "MyEducationBC".

There are 6 top tabs in the Student Portal. Each contains information specific to the user.
(*Note: The Groups and Locker Top Tabs are not applicable at this time)

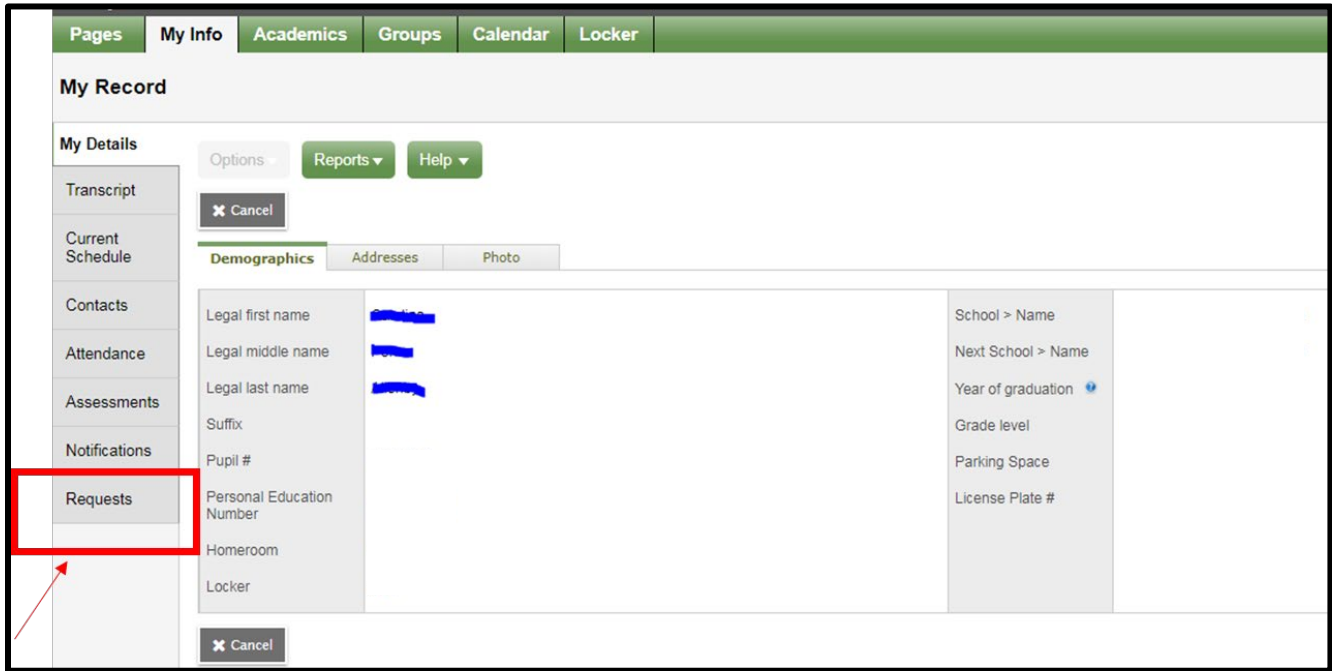
My Info Top Tab

This top tab provides access to demographic, attendance and transcript records specific to the user.



The screenshot shows the "My Info" top tab selected in the MyEd Portal. A red box highlights the "My Info" tab in the navigation bar and the "My Details" sidebar menu. The sidebar menu includes options for "Transcript", "Current Schedule", "Contacts", "Attendance", "Assessments", "Notifications", and "Requests". The main content area displays the user's "My Record" with sections for "Demographics", "Addresses", and "Photo". The "Demographics" section includes fields for "Legal first name", "Legal middle name", "Legal last name", "Suffix", "Pupil #", "Personal Education Number", "Homeroom", and "Locker". The "Addresses" section includes fields for "School > Name", "Next School > Name", "Year of graduation", "Grade level", "Parking Space", and "License Plate #".

Step 4: Click on Requests. (Side Tab)



Step 5: Select your courses and click **POST** when complete!

