

# MyEd BC Family Portal Instructions to View/Print

## Student Learning Updates

### Step 1:

- After successfully logging into your MyEd BC Portal account the Home screen will open up as per the sample image below.



### Step 2:

- Find the “Published Reports” section on the screen – shown above outlined in red.

### Step 3:

- A pdf Learning Update (Report Card) link will be listed under “Filename.” Click on the link and your students learning update will open in a separate window.

### Step 4:

- Download and save a copy or print a copy for your records.

### Please Note:

1. Contact the school if you need assistance at 250-374-0861
2. Learning Updates will be accessible on the portal until the end of the semester.
3. If you are accessing your student’s learning update from a device ie: mobile phone, iPad/Tablet, please scroll down the screen to view the published reports section.