#### Student Accounts

\*please use the Chrome browser for access - it seems to work best with all student accounts

## G EDU (Google Educational)

### Username

For example: luke.skywalker@gedu.sd73.bc.ca

Password is sd and student number

For example: sd01234567

To use GEDU account, you must use the Chrome browser on any computer or a Chromebook or Chrome apps on an ipad.

### STUDENT EMAIL

Student email address: firstname.lastname@student.sd73.bc.ca

For example: han.solo@student.sd73.bc.ca

To log on: <a href="https://student.sd73.bc.ca/zimbra/">https://student.sd73.bc.ca/zimbra/</a>

Username is firstname.lastname (all lowercase)

For example: han.solo

Password will be the same as the GEDU password

For example: sd01234567

### My Ed

To login go to this link: https://www.myeducation.gov.bc.ca/aspen/logon.do

This is instructions for students. Parents can contact the main office for their own login instructions

Username for My Ed is the student email

Password was created by the student

- \*it must be a min. of 8 characters with a capital, a number and a symbol.
- \* CANNOT contain consecutive numbers, no first, middle or last name of the student.

If the passwords needs to be reset:

• students can click on "forgot password" on the portal window. Then go to the student email to retrieve the temporary password

# \*\*If the message says\*\*

deactivated or contact the School Administrator
--THEN email Mrs. Hafeli at tbeecher-hafeli@sd73.bc.ca and it will be reset.

### \*ATTENTION\*

nothing can be done by Mrs Hafeli if a student has saved passwords

If the password for My Ed has been saved your account will be deactivated. DO NOT continue until you have followed the troubleshooting steps below.

# Troubleshooting

On the toolbar in Chrome, click on the 3 dots in the top right corner of the page. This will take you Chrome settings (2nd to last choice in the drop down menu).

- 1. In settings, find Passwords and remove all saved passwords for GEDU, My Ed and student zimbra. Again, tap the 3 dots to remove.
- 2. In the drop down menu, go to More Tools, then Clear Browsing data... choose "all time".

Often students save passwords for email and My Ed. These programs have high standards for security, so if usernames and passwords are saved, these programs are going to be deactivated regardless of how many times they are reset.

- 3. Turn off the computer and turn it back on. By doing this you allow the computer to reset and start fresh.
- 4. Depending on your computer and the messages that you get, you may need to do this is the correct order.
- 5. Use YouTube to do your own troubleshooting.