



University Hill Secondary School

Guide to School Technology 2021 – 2022

MyEducation BC

All students and parents have access to a MyEducation BC account. This account will be used throughout the year for you and your parents/guardians to monitor attendance, check report cards and to check your schedule.

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



Login ID: **Student #** Password: **The one you have created**
(Please share this password with your parents/guardians as this is a family account.)

New Students:

If you have never logged in to MyEd, use your student number as your login ID and use the temporary password provided: **Temporary Password: Dist\$2022.**

Note: Access to My Ed usually is 1 to 2 days. However, sometimes it can take up to 5 days.

Reset Password for My Education BC:

If you have clicked on the "I forgot my password" link, a temporary password will be sent to your VSB email account that can be accessed through office 365 (see section on Office 365 section below).

My Education Account Disabled:

If your account is disabled please see your grade administrator or a member of the office staff.

University Hill Website

Please visit the University Hill website regularly at: uhill-sec.vsb.bc.ca

Note: The Daily Student Bulletin can be found under the Announcements on the right side.



VSB Network & Office 365



New Students:



Default Temporary Password: student.

Note: Access to My Ed usually is 1 to 2 days. However, sometimes it can take up to 5 days.



VSB Network: student # and password



You will have access to Office 365 to use in your everyday learning, school assignments, presentations and to access your VSB email.



Here is how you can access Office 365:



- 1) Go to the University Hill Website (uhill-sec.vsb.bc.ca) and click on the "**Office 365**" link at the bottom of the website. Or go to <http://govsb.ca/o365login>
- 2) Type in your **VSB email address**. "[your student number]@learn.vsb.bc.ca".
- 3) Click **Next**, you will be redirected to the VSB Office 365 login page
- 4) Enter your **VSB password**
The password is the same one that you have been using to access all other VSB services (ie: logging on to a school computer.)



Forgot your password? See page 2 for the instructions.



- 5) Click on the **Sign in** button
- 6) You will be taken to the Office 365 Homepage.
- 7) Click on the app you would like to use online. If you don't see a particular app, you can also click on "Explore all your apps" to find them.

"**Outlook**" is your email app. This is where your **temporary MyED passwords** will be sent.

VSB Network / Library

LOGIN: Use your VSB student # (with no extension)
Password: is the same as your password you use for your email

Instructions for resetting a PASSWORD for the following sites:

- Myblueprint
- Teams
- Office 365
- Network (access to secured wifi & to school computers)
- E-mail

Log into the following website: <https://studentpass.vsb.bc.ca/>
You will need your PEN number (NOT your student number) and date of birth. See Below:



VSB Student Account Password Reset

Enter your PEN and Date Of Birth below so we can find you:

PEN:*

Date Of Birth (YYYY/MM/DD):*

Click submit

The next page will allow you to set your own password (with conditions) or let the computer generate one for you.