HOW-TO GUIDE FOR STUDENTS AND FAMILIES



What is the myBlueprint Education Planner?

The myBlueprint Education Planner is a student-friendly, interactive education and career/life planning resource that allows Gr. 7-12 students to reflect on their learning, showcase their growth, and share their achievements.



Want to learn more? Watch the Student Introduction video tutorial at <u>myBlueprint.ca/support/videos</u>

Student Account

As a student you have access to many great features within your myBlueprint account! When you first log in, you will see your Home screen, where you can access your **Dashboard**, **Tasks**, **Class Activities**, **Goals** and **Portfolios**.

From the navigation menu on the left-hand side of your screen, you can access a range of features including:

- Who Am I Complete 5 assessments to learn and discover more about yourself, including Learning Styles, Myers-Briggs Personality, Holland Interests, Knowledge, and Motivations
- **High School** Visually plan courses, track progress toward graduation, and instantly identify post-secondary eligibility for opportunities in all destinations
- **Post-Secondary** Explore post-secondary options and compare detailed information on apprenticeships, college programs, university programs, and workplace sectors across Canada
- **Occupations** Explore occupations and compare comprehensive information on job outlooks, salary ranges, and more, including the ability to identify occupations that are a good match

How can I create a Portfolio?

Portfolios are at the heart of the student account, where all of your work can be saved and organized. They are the best way to track and showcase your learning, both in the classroom and remotely.

To set up your first portfolio,

- 1. Click Portfolios from your Home page
- 2. Click + Add Portfolio
- 3. Give your portfolio a name and optional description
- 4. Click Add Portfolio

Teachers and family members linked with your account can automatically view your portfolio. You can also share your portfolio with others that don't have a myBlueprint account by clicking the **green Share button** when you are in your portfolio.





Family Account

As a parent/guardian, can I access myBlueprint Education Planner?

Yes! You can create an account and link to your child(ren) by following the steps below.

Why would I want access to myBlueprint Education Planner?

The family account allows you to view student artifacts and reflections, including the goals they are setting, occupations they are interested in, and what they are learning in school.

You can log in to your account to comment on your child's work or receive messages from their teacher(s). Keep in mind that the Family Account has read-only access for linked student accounts – it does not allow you to complete activities or post to portfolios within the student's account. Within your account, you have two options to access the myBlueprint student interface:

- 1. The *Student View* a demonstration student account for you to try all its features for yourself (see **What's the Student View Button?** below)
- 2. The *Student Overview* and *View Account* options allow you to access the accounts of your linked students (see **How can I access my child's account?** below)

Want to watch a video tutorial about the Family Account? Visit myBlueprint.ca/support/videos

Options for creating your Family Account

Option #1: Request an invitation from a Student

Have the student log in to their myBlueprint account, then:

- 1. Click their Name in the top-right corner
- 2. Select My Links
- 3. Click Add Link
- 4. Enter your name and email address
- 5. Click the **Create Account** button in the email you received and follow the sign-up steps

Engaging with your child's work

Once you have linked with your child, click on the **Student Feed** option in the left-hand menu. From here, you will see your child's most recent work that they have added to their portfolios. If your account is linked with multiple students, you can cycle between them by clicking on their names along the right-hand side.







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How can I access my child's account?

1. Click on the **Overview** button at the top of the student feed



3. This will open your child's account in a new tab From here, you will be able to explore your child's account and view all of the work they have done, including survey results, favourite occupations and post-secondary programs, portfolios, and more!

What's the Student View button?

Student View	Jordan Lewis Father	JL
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From your Dashboard, click the **Student View** button to access a <u>demo</u> **student account** and explore and familiarize yourself with the features of myBlueprint student account.

Helpful Hints

Looking for some more helpful resources to support the documentation of learning using myBlueprint? Check out these links below:

- Browse exemplar portfolios
- Watch Video Tutorials
- <u>Check out our whitepaper: Top 4 Reasons to Implement Digital Portfolios in the Classroom</u>

Need more support?



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