

CSL Document My Education BC

To view, download, and save your child's Term 2 CSL document please follow the directions below.

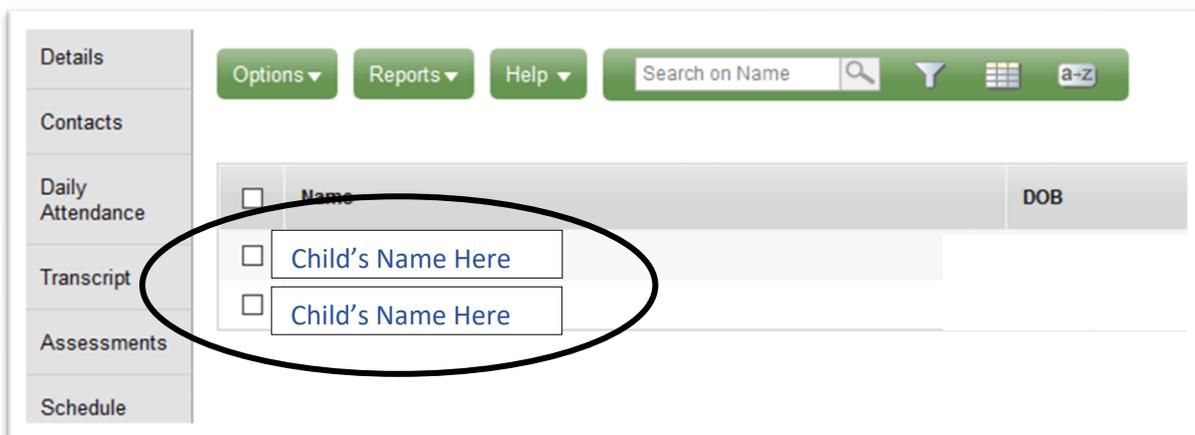
The reports are located in a different area in My Education BC than the traditional report card.

If you are doing this from a phone or tablet, please ensure you go to the **FULL SITE**.

- 1) Log in to <https://www.myeducation.gov.bc.ca/asp/en/logon.do>
- 2) Click on the "Family" tab along the top of the page, below your name.

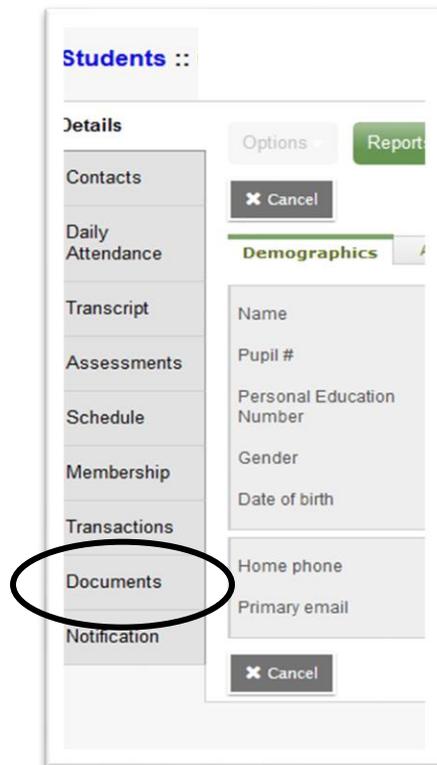


- 3) Click into the blue of your first DPE student's name.



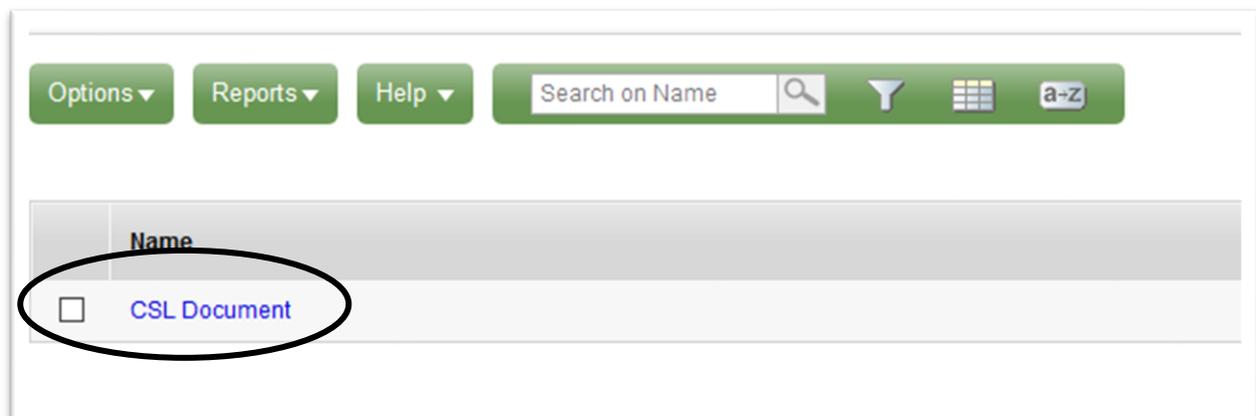
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- 4) Click the “Documents” side tab.



The screenshot shows a web interface for 'Students'. On the left is a vertical navigation menu with the following items: Details, Contacts, Daily Attendance, Transcript, Assessments, Schedule, Membership, Transactions, Documents (circled in black), and Notification. The main content area is titled 'Demographics' and contains the following fields: Name, Pupil #, Personal Education Number, Gender, Date of birth, Home phone, and Primary email. There are 'Options' and 'Report' buttons at the top right, and 'Cancel' buttons at the bottom left and bottom right of the main content area.

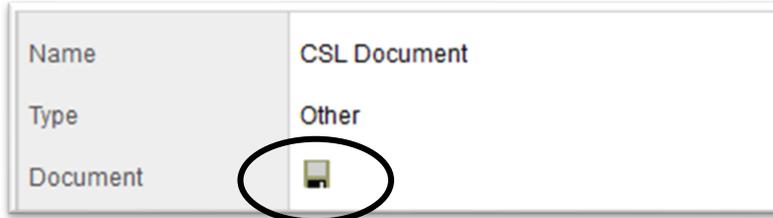
- 5) Click the blue “CSL Document” checking that you are choosing the one for TERM 2 2022-2023.



The screenshot shows a document selection interface. At the top, there are buttons for 'Options', 'Reports', and 'Help', followed by a search bar labeled 'Search on Name' with a magnifying glass icon, a filter icon, a grid icon, and an 'a-z' icon. Below this is a table with a header row containing the text 'Name'. The first row of the table contains a checkbox and the text 'CSL Document' (circled in black).

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6) Click the disk icon.



7) Depending on your settings, the PDF might open right away, or it may go to your downloads.

8) View and save the document to your own device.

If you have any questions, please contact your child's teacher or the office.