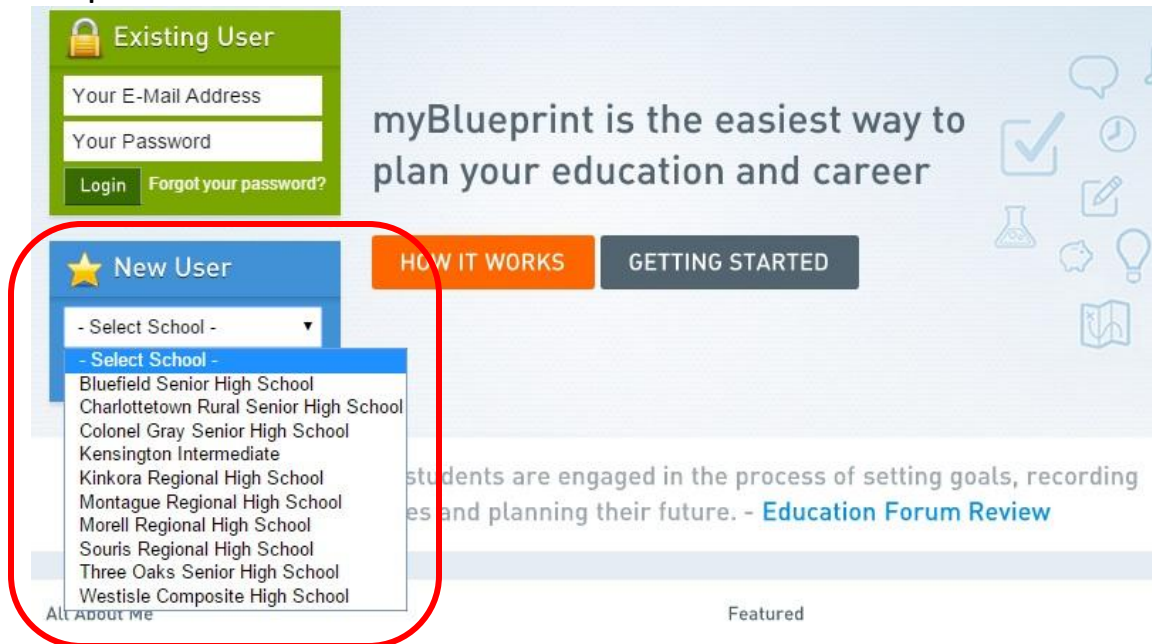


The Students Guide to Creating an account in MyBlueprint.

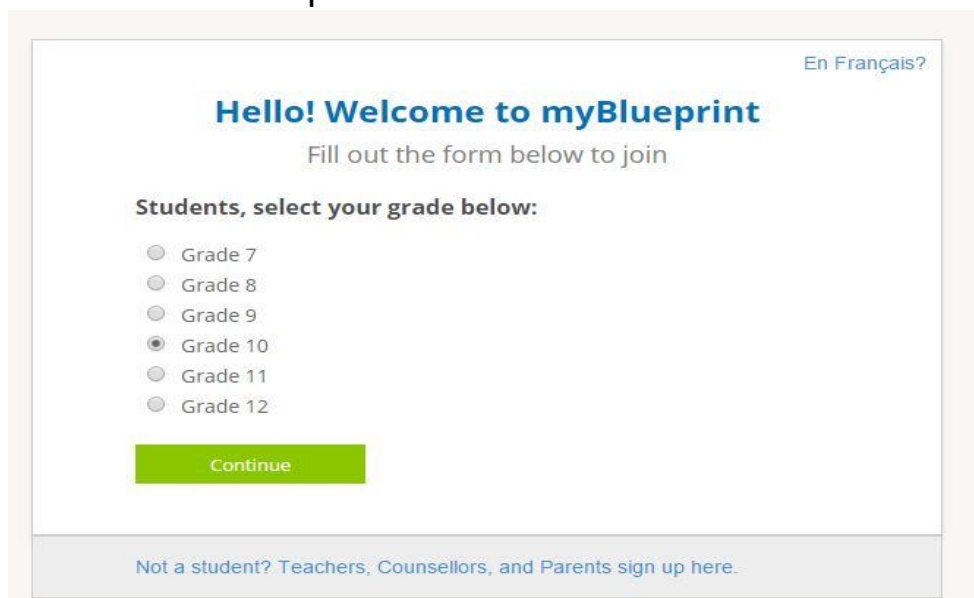
Step 1: Go to www.myblueprint.ca/pei (The “/pei” part is essential for this to work).

Step 2: In the blue “New User” box choose your high school from the drop down menu



The screenshot shows the MyBlueprint login page. The 'Existing User' section is at the top left, with fields for 'Your E-Mail Address' and 'Your Password', and buttons for 'Login' and 'Forgot your password?'. Below it is the 'New User' section, which is highlighted with a red circle. The 'New User' section has a star icon and a dropdown menu labeled '- Select School -'. The dropdown menu is open, showing a list of schools: Bluefield Senior High School, Charlottetown Rural Senior High School, Colonel Gray Senior High School, Kensington Intermediate, Kinkora Regional High School, Montague Regional High School, Morell Regional High School, Souris Regional High School, Three Oaks Senior High School, and Westisle Composite High School. To the right of the 'New User' section are buttons for 'HOW IT WORKS' and 'GETTING STARTED'. The main heading on the page is 'myBlueprint is the easiest way to plan your education and career'. There are also icons for a checkmark, a clock, a pencil, a lightbulb, and a book. At the bottom, there is a quote: 'Students are engaged in the process of setting goals, recording... and planning their future. - Education Forum Review'. There is also a 'Featured' section at the bottom.

Step 3: On the next screen, choose the current grade from the list and click on “Next Step”.



The screenshot shows the MyBlueprint registration page for students. The page has a header 'Hello! Welcome to myBlueprint' and a sub-header 'Fill out the form below to join'. There is a link 'En Français?' in the top right corner. The main heading is 'Students, select your grade below:'. Below this is a list of radio buttons for Grade 7, Grade 8, Grade 9, Grade 10, Grade 11, and Grade 12. The 'Continue' button is highlighted in green. At the bottom, there is a link: 'Not a student? Teachers, Counsellors, and Parents sign up here.'

Step 4: On the next screen, enter your first and last name and date of birth in the appropriate fields and click “next step”.

NOTE for teacher: A student's legal name and date of birth as entered in Trevlac needs to be used here. It might be helpful to have a Trevlac list handy when going through this process (If students get an error at this point, have them click on “skip this step”, otherwise they should continue to the next screen automatically.

The screenshot shows a registration form titled "Hello! Welcome to myBlueprint". Below the title is the instruction "Fill out the form below to join". A yellow callout box explains that the information is required to view credit history. The form asks for the user's name (First Name and Last Name) and birthdate (Month, Day, and Year). A green "Continue" button is at the bottom.

Please Note: Using the “skip this step” link will allow the student to access all MyBlueprint features **except** course registration.

This student should confirm that he or she is using their correct legal name and date of birth as entered in Trevlac before using this option.

Step 5: On the next step, students enter their email address (one they can check, such as their school "cloud" email address), password and preferred language. Once done, click “Create My Account”. This should provide access to all features of myblueprint.

The screenshot shows a registration form titled "Personalize Your Account". Below the title is the instruction "Fill out the form below to join". The form asks for Email, Verify Email, Password, and Verify Password. It also has a Language selection with radio buttons for English and French. A green "Create My Account" button is at the bottom. A small disclaimer at the bottom states that clicking the button agrees to the terms of the End User License Agreement and the Privacy Policy.