

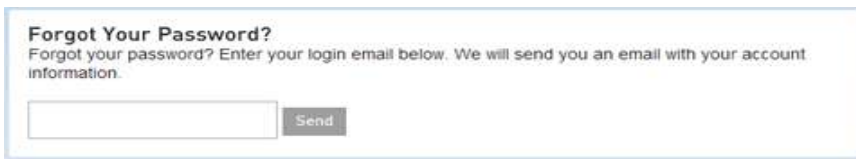
Secondary Student Instructions for Logging into myBlueprint

1. Go to <http://www.myblueprint.ca/hcdsb>

a) ALREADY HAVE A MYBLUEPRINT ACCOUNT? Log in using your email address and password.

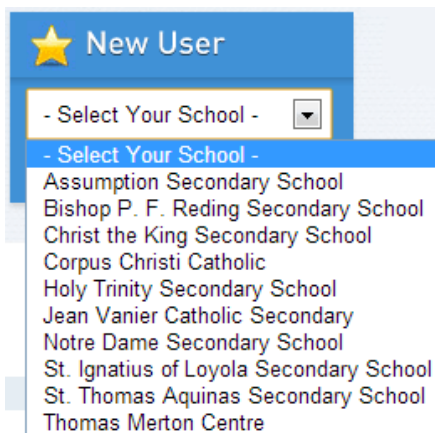


b) FORGOT YOUR PASSWORD? Recover it by clicking on “Forgot your password?” and follow the instructions.



c) DON'T HAVE A MYBLUEPRINT ACCOUNT? You will need to create one.

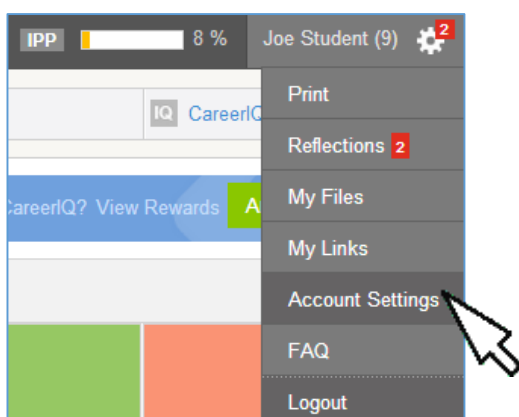
- i. In order to create a myBlueprint account, you will need an email account. If you don't have one, create one before continuing. You can create a free email account at <http://outlook.com>
- ii. You will also need to know your Ontario Educational Number (OEN). However, it is possible to create your account and then enter your OEN the next time you log in.
- iii. In the “New User” window, select your school from the drop down list. Click “Create Account” and follow the instructions.



- iv. myBlueprint will send an email message to the email account you provided. You must open the email and click on “Validate email”.

2. VERIFY THAT THE SCHOOL IS CORRECT - ALL STUDENTS MUST COMPLETE THIS STEP!

a) Click on the gear icon in the top right hand corner.



- b) Click on “Account Settings”. Verify that the “School” is set to the high school that you are attending before returning to the home screen.

Blueprint Joe Student (?)

Home Account Settings Cancel/Close My Profile

Your email address has not been validated. Resend Validation Email

School Jean Vanier Catholic Secondary [Change School]

Grade Grade 9

Your Email Address joe-student@gmail.com

Verify Email joe-student@gmail.com

Desired Password

Verify Password

I am Male

First Name Joe

Last Name Student

Delete Account Save Changes

If the school is incorrect, click on “Change School” and select your current school.

Change School

School Board Halton Catholic District

School Bishop P. F. Reding Secondary School

- Corpus Christi Catholic
- Holy Trinity Secondary School
- Jean Vanier Catholic Secondary
- Notre Dame Secondary School
- St. Ignatius of Loyola Secondary School
- St. Thomas Aquinas Secondary School

Your account is now ready to use.