

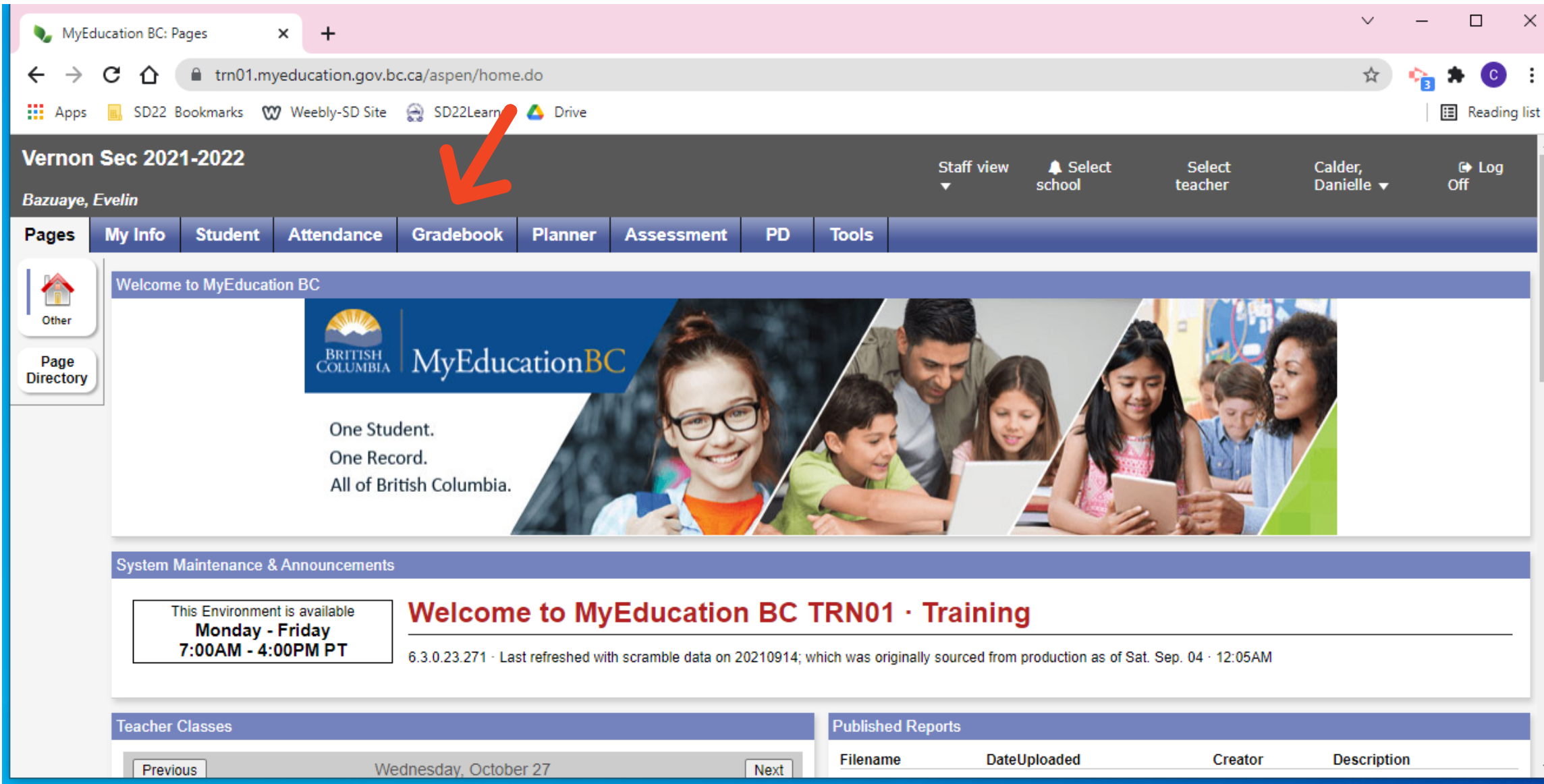
Creating a Mid-Course Communication Of Progress in MyEdBC

Step 1:

Login to MyEdBC

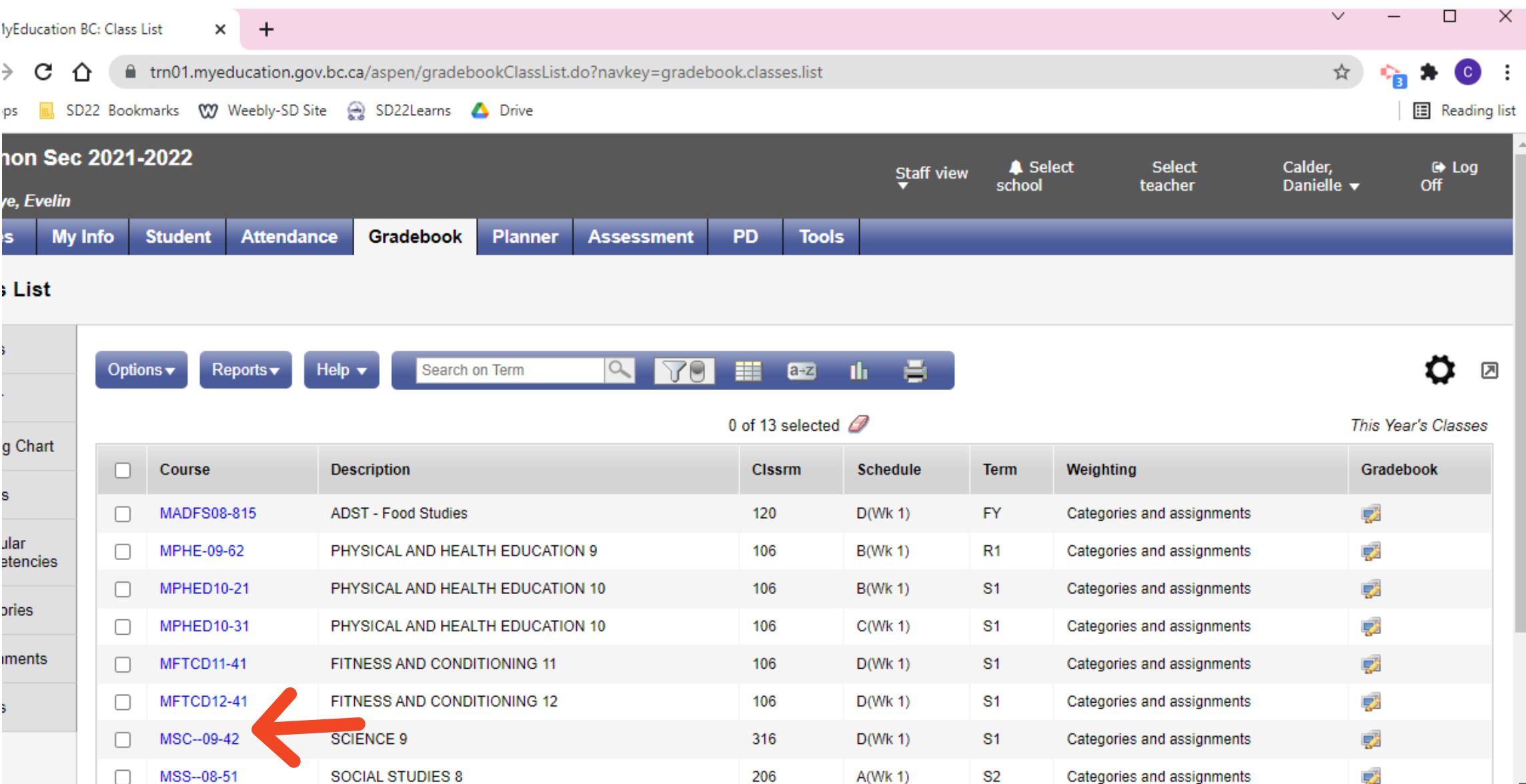
Step 2:

Click on “Gradebook” tab in the navigation menu at the top of the screen.



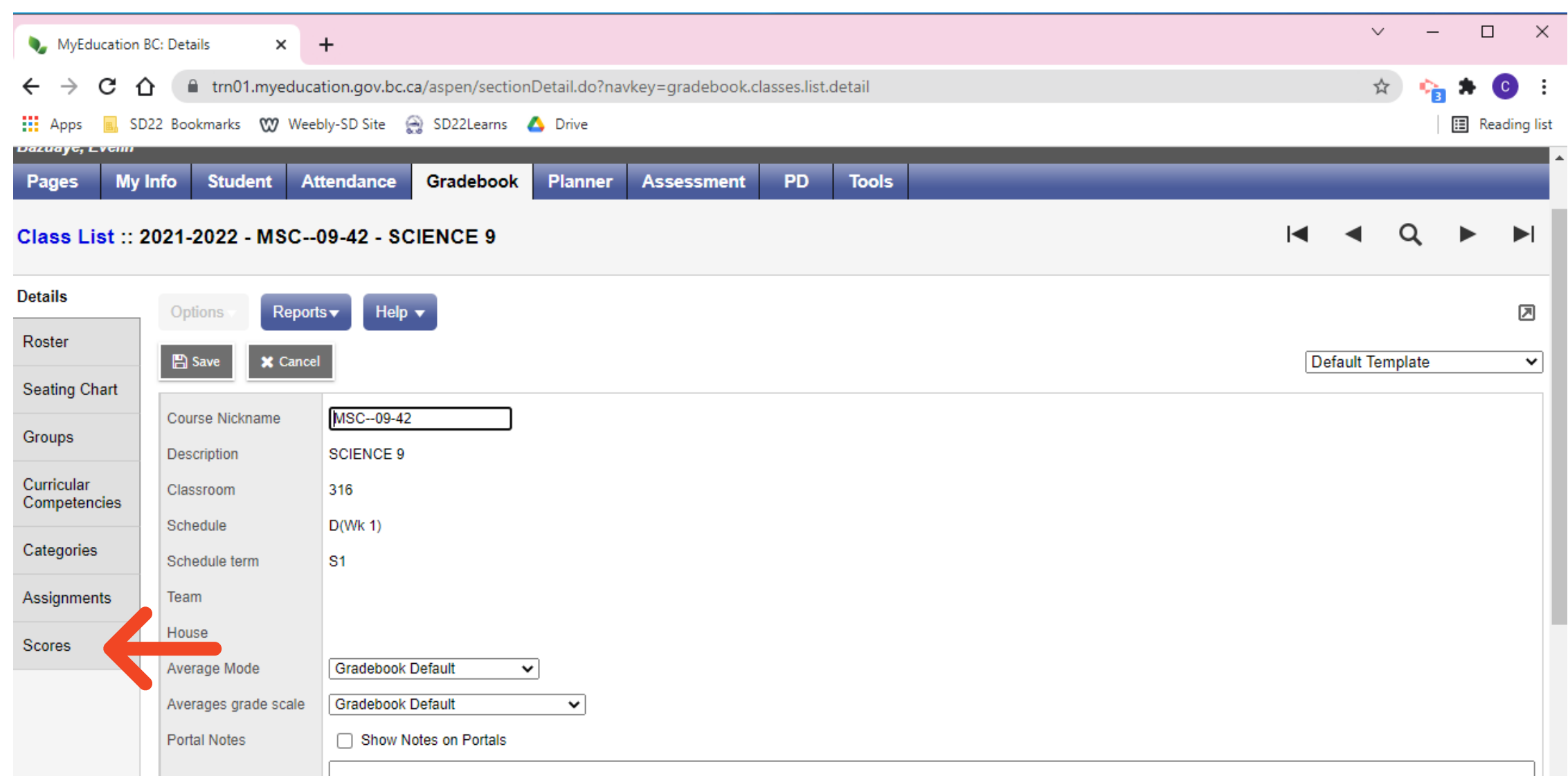
Step 3:

Click on the name of the course that you want to start with. Remember that the Mid-Course Communication of Progress will need to be done in MyEdBC for each of the courses in your semester unless you have already fulfilled the requirements using a digital portfolio.



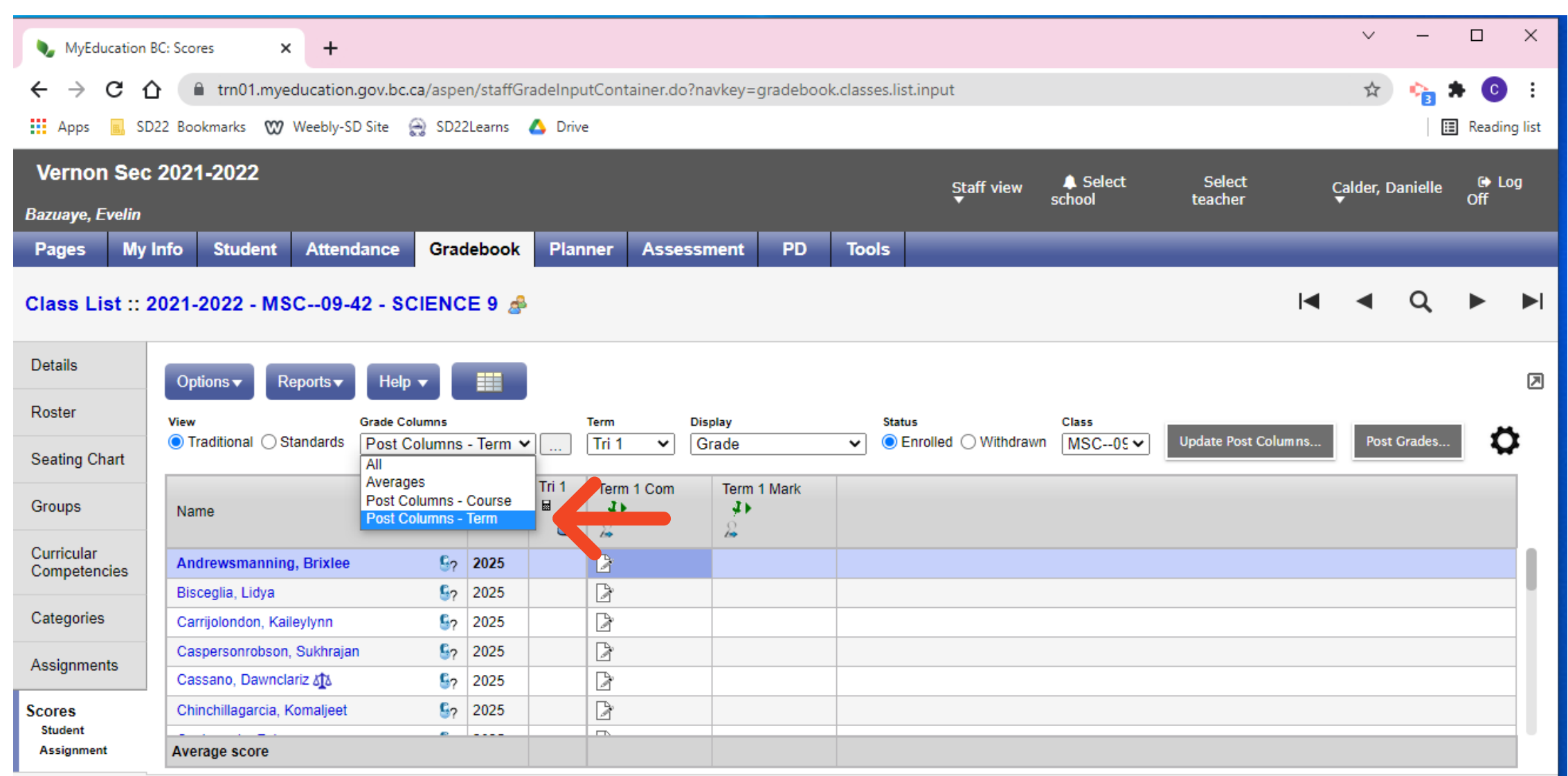
Step 4:

Click on “Scores” in the vertical navigation menu on the left of the screen.



Step 5:

Choose “Post Columns – Term” from the “Grade Columns” drop-down menu.



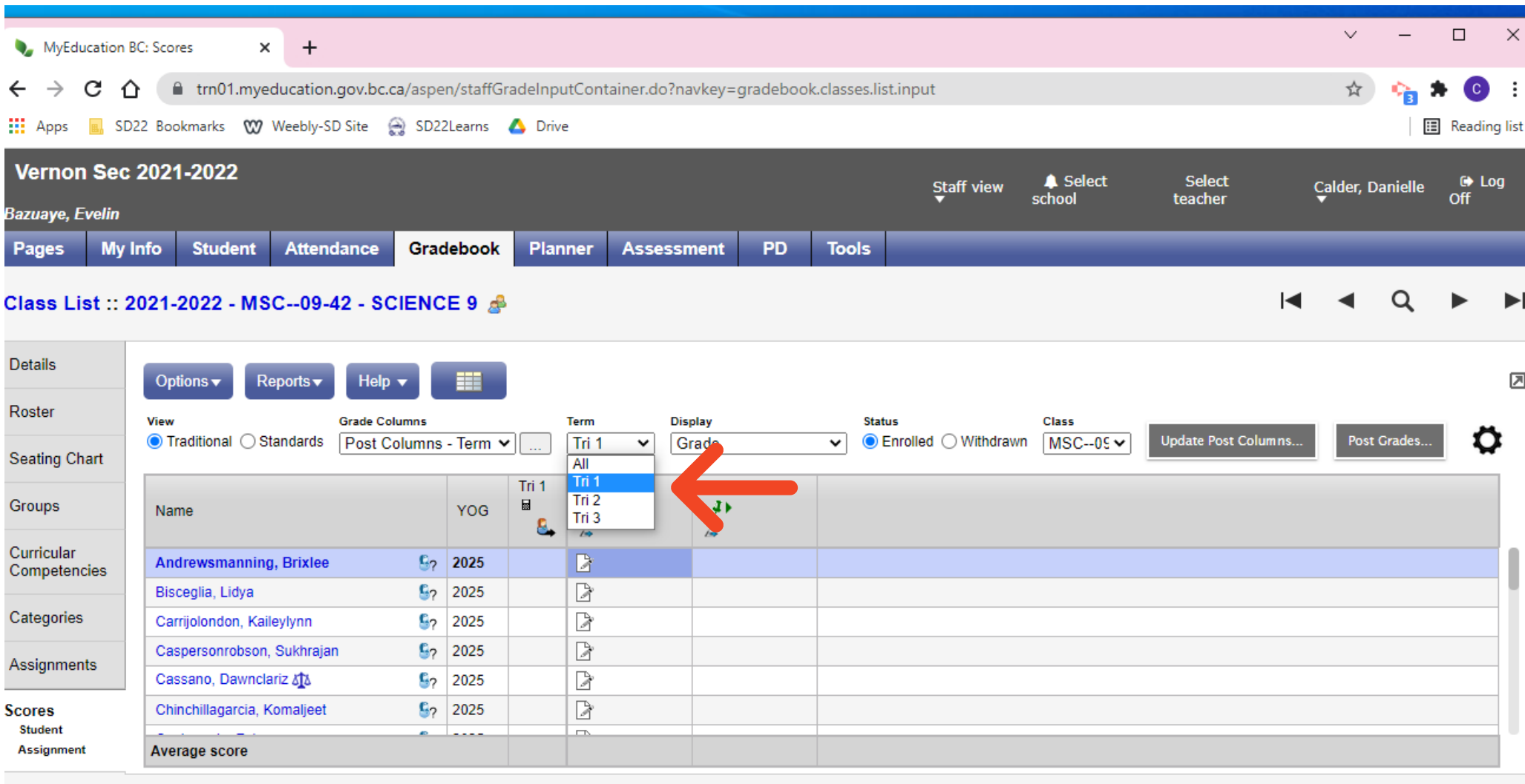
There are minor differences between the process in Semester 1 and Semester 2, choose the specific semester you are reporting on:

Semester 1

Semester 2

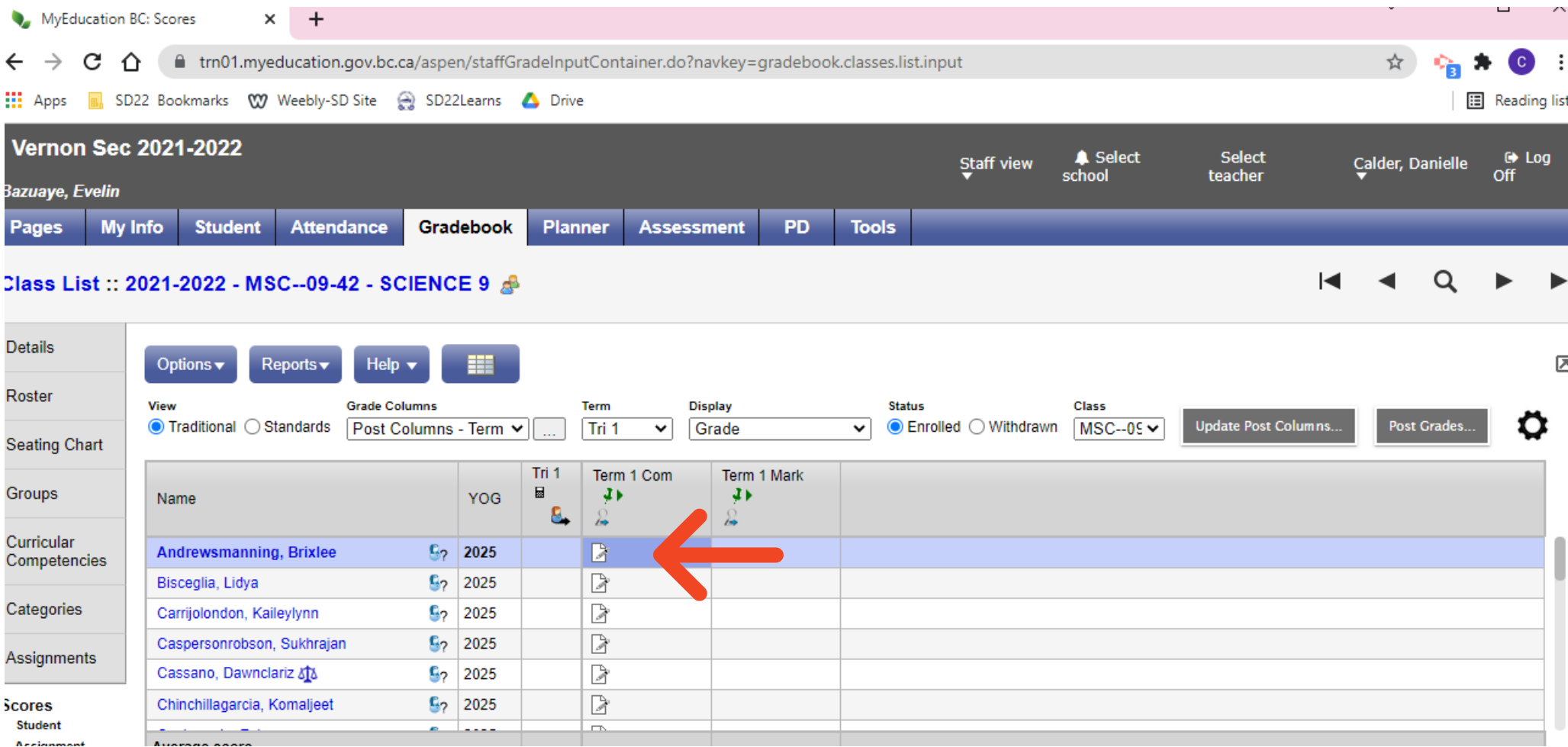
Step 6:

Choose “Tri 1” from the drop-down menu.



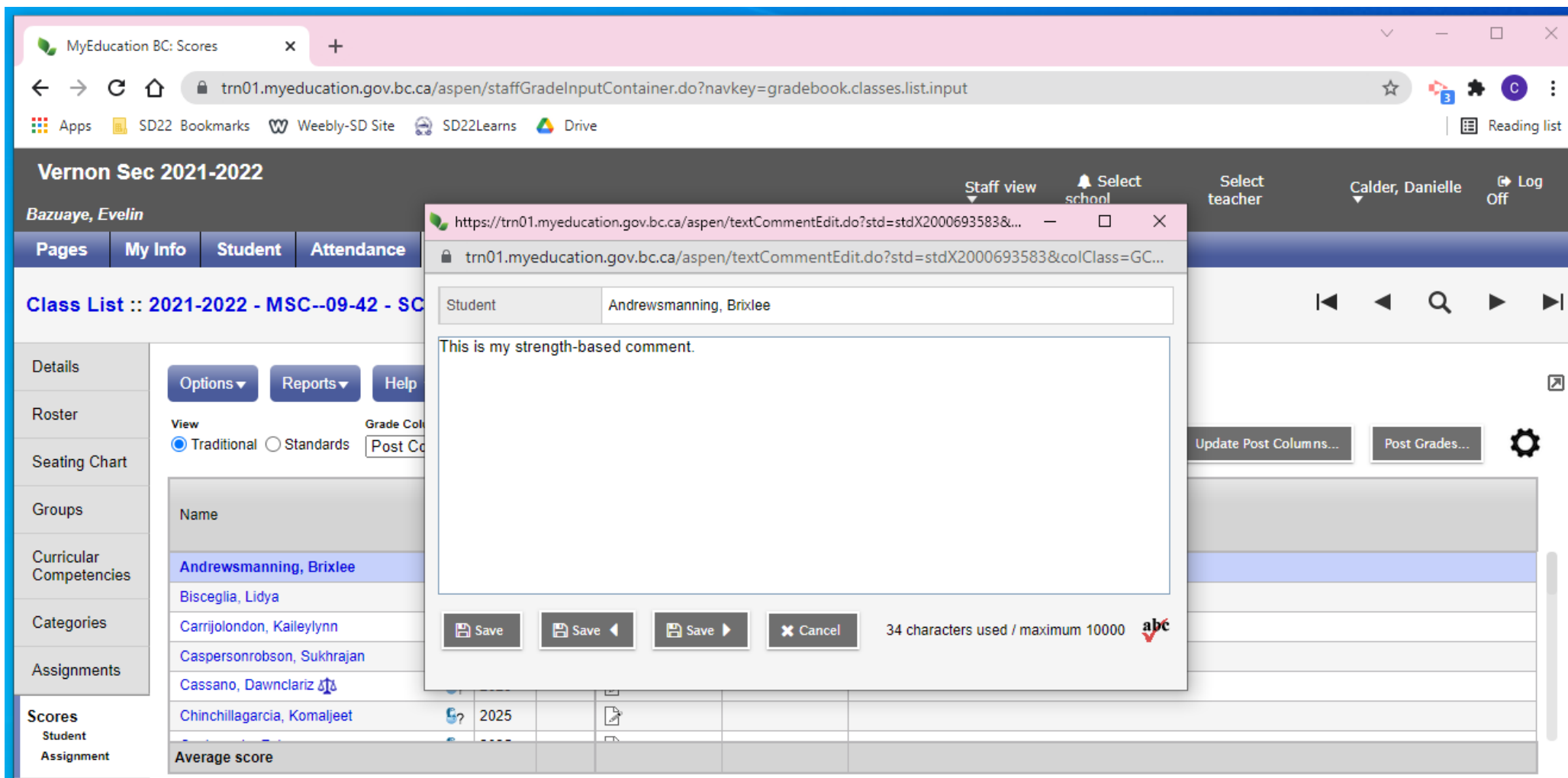
Step 7:

Click on the small page icon in the “Term 1 Column”



Step 8:

Enter in your strength-based comment in the text field in the window that pops up. Click the save button when you are done.



Step 9:

Enter the proficiency level of the student (EMG-DEV-PRF-EXT) in the “Term 1 Mark” column beside their name.

The screenshot shows the MyEducation BC Scores interface. The top navigation bar includes 'Pages', 'My Info', 'Student', 'Attendance', 'Gradebook', 'Planner', 'Assessment', 'PD', and 'Tools'. The 'Gradebook' tab is selected. The class list is '2021-2022 - MSC--09-42 - SCIENCE 9'. The table has columns: Name, YOG, Tri 1, Term 1 Com, and Term 1 Mark. A red arrow points to the 'Term 1 Mark' column for student Andrewsmanning, Brixlee, where 'DEV' has been entered.

Name	YOG	Tri 1	Term 1 Com	Term 1 Mark
Andrewsmanning, Brixlee	2025			DEV
Bisceglia, Lidya	2025			
Carriolondon, Kaileylynn	2025			
Caspersonrobson, Sukhraj	2025			
Cassano, Dawnciariz	2025			
Chinchillagarcia, Komaljeet	2025			
Average score				

Step 10:

Repeat steps 7-9 for each student enrolled in the course.

Step 11:

Once you have entered all of your comments and proficiency levels for this course, click on the “Post Grades...” button in the upper right-hand corner of the page.

The screenshot shows the MyEducation BC Scores interface. The top navigation bar includes 'Pages', 'My Info', 'Student', 'Attendance', 'Gradebook', 'Planner', 'Assessment', 'PD', and 'Tools'. The 'Gradebook' tab is selected. The class list is '2021-2022 - MSC--09-42 - SCIENCE 9'. The table has columns: Name, YOG, Tri 1, Term 1 Com, and Term 1 Mark. A red arrow points to the 'Post Grades...' button in the upper right-hand corner of the page.

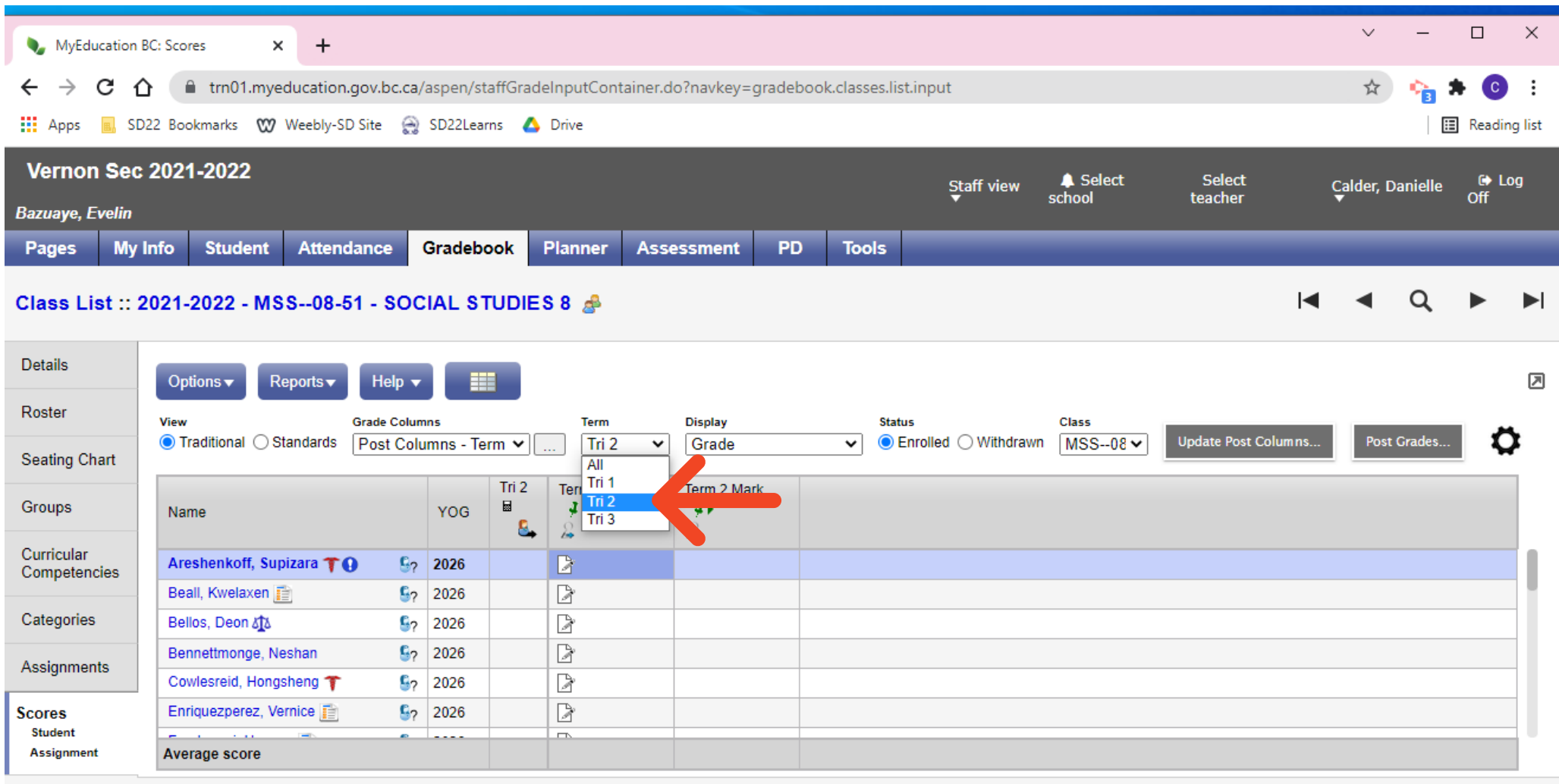
Name	YOG	Tri 1	Term 1 Com	Term 1 Mark
Andrewsmanning, Brixlee	2025			DEV
Bisceglia, Lidya	2025			PRF
Carriolondon, Kaileylynn	2025			PRF
Caspersonrobson, Sukhraj	2025			DEV
Cassano, Dawnciariz	2025			PRF
Chinchillagarcia, Komaljeet	2025			EXT
Average score				

Step 12:

Complete steps 3-11 for each semester 1 course. Remember that the Mid-Course Communication of Progress will need to be done in MyEdBC for each of the courses in your semester 1 course load unless you have already fulfilled the requirements using a digital portfolio.

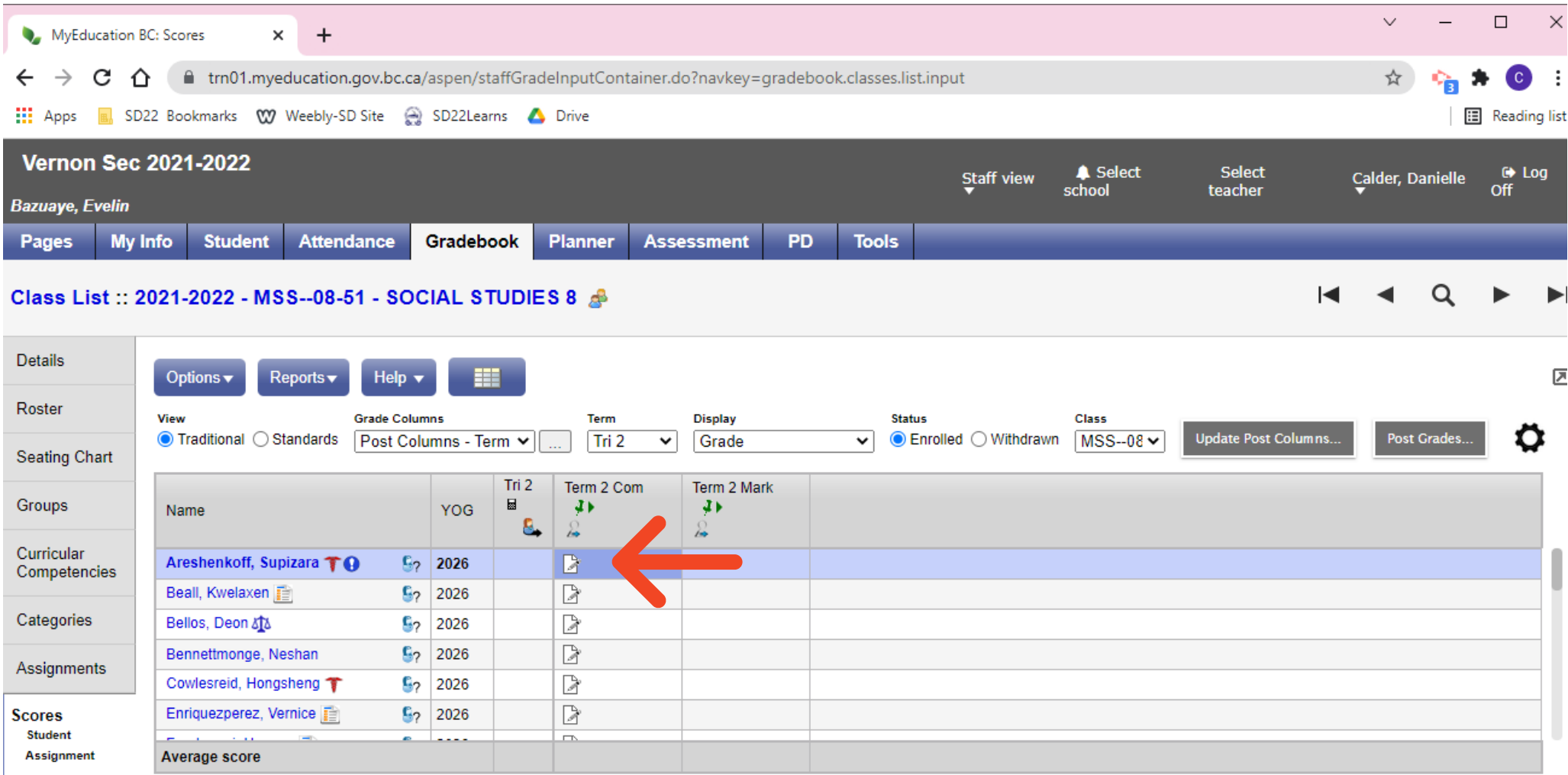
Step 6:

Choose “Tri 2” from the drop-down menu.



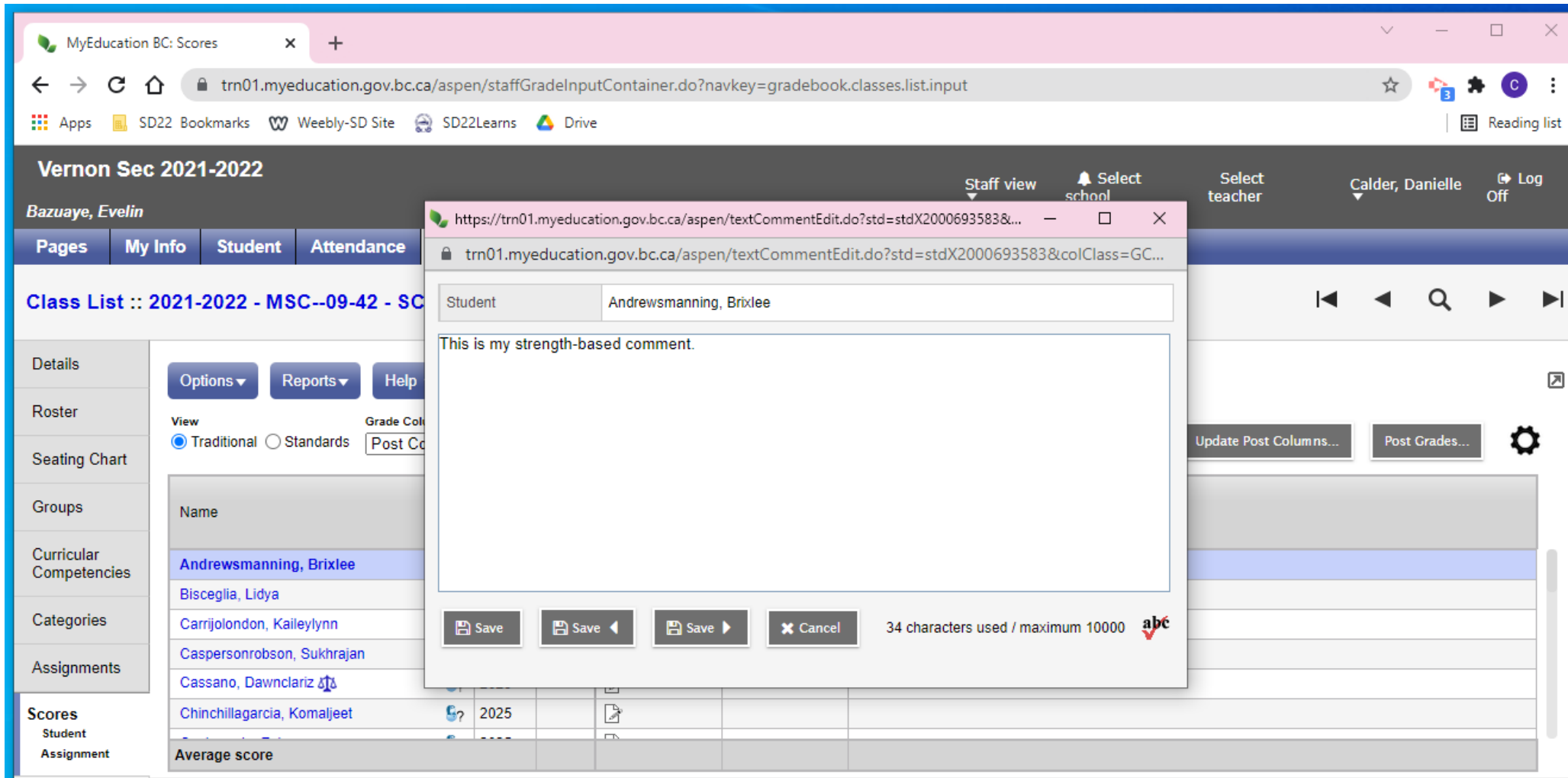
Step 7:

Click on the small page icon in the “Term 2 Column”



Step 8:

Enter in your strength-based comment in the text field in the window that pops up. Click the save button when you are done.



Step 9:

Enter the proficiency level of the student (EMG-DEV-PRF-EXT) in the “Term 2 Mark” column beside their name.

The screenshot shows the MyEducation BC: Scores interface. The top navigation bar includes 'Vernon Sec 2021-2022', 'Bazuaye, Evelin', and user options. The main menu has tabs for Pages, My Info, Student, Attendance, Gradebook, Planner, Assessment, PD, and Tools. The 'Gradebook' tab is active, displaying the 'Class List :: 2021-2022 - MSS--08-51 - SOCIAL STUDIES 8'. The interface includes filters for View (Traditional, Standards), Grade Columns (Post Columns - Term), Term (Tri 2), Display (Grade), Status (Enrolled, Withdrawn), and Class (MSS--08). A table lists students with columns for Name, YOG, Tri 2, Term 2 Com, and Term 2 Mark. A red arrow points to the 'Term 2 Mark' column for the first student, Areshenkoff, Supizara, where 'PRF' has been entered.

Name	YOG	Tri 2	Term 2 Com	Term 2 Mark
Areshenkoff, Supizara	2026			PRF
Beall, Kwelaxen	2026			
Bellos, Deon	2026			
Bennettmonge, Neshan	2026			
Cowlesreid, Hongsheng	2026			
Enriquezperetz, Vernice	2026			
Average score				

Step 10:

Repeat steps 7-9 for each student enrolled in the course.

Step 11:

Once you have entered all of your comments and proficiency levels for this course, click on the “Post Grades...” button in the upper right-hand corner of the page.

The screenshot shows the MyEducation BC: Scores interface. The top navigation bar includes 'Vernon Sec 2021-2022', 'Bazuaye, Evelin', and user options. The main menu has tabs for Pages, My Info, Student, Attendance, Gradebook, Planner, Assessment, PD, and Tools. The 'Gradebook' tab is active, displaying the 'Class List :: 2021-2022 - MSS--08-51 - SOCIAL STUDIES 8'. The interface includes filters for View (Traditional, Standards), Grade Columns (Post Columns - Term), Term (Tri 2), Display (Grade), Status (Enrolled, Withdrawn), and Class (MSS--08). A table lists students with columns for Name, YOG, Tri 2, Term 2 Com, and Term 2 Mark. A red arrow points to the 'Post Grades...' button in the upper right-hand corner of the page.

Name	YOG	Tri 2	Term 2 Com	Term 2 Mark
Areshenkoff, Supizara	2026			PRF
Beall, Kwelaxen	2026			DEV
Bellos, Deon	2026			DEV
Bennettmonge, Neshan	2026			PRF
Cowlesreid, Hongsheng	2026			PRF
Enriquezperetz, Vernice	2026			EXT
Farahsari, Hoonan	2026			
Average score				

Step 12:

Complete steps 3-11 for each semester 1 course. Remember that the Mid-Course Communication of Progress will need to be done in MyEdBC for each of the courses in your semester 1 course load unless you have already fulfilled the requirements using a digital portfolio.