​​​ **How to Access Your Child’s Portfolio**

Following is a simple way for parents to enter **My Site** to see their child's portfolio.

1. ​Visit the following website:

**portal.sd71.bc.ca/my**

2.      Use your child's username and password to access the portfolios:

**The User Name for students is their student number.**

(If you have any trouble accessing the portfolio, trying adding sd71\ in front of the username.)

**Their Password should be their initials and the last 4 digits in their student number.**

3.      Click on **​My Portfolio** to view your child's Portfolio.

4.      Click on the portfolio item that you would like to look at.

5.      Underneath the work sample, there is a comment box.  We encourage you to leave comments.

6.      When you are done, you can click on the **X** in the top right corner in order to return to the portfolio.

7.      To log off at the end, make sure that you completely close the browser.​

**Your child’s password and user name:**

**Password: Username:**