

## How to Login to the Portal (Steps for New Users)

1. Go to the portal: <https://portal.sd38.bc.ca>

2. Enter your USERNAME:

*The username will start with SD followed by an eight digit number that uses your student number. If your student number is 6 digits long then they need to add in 00 at the front of their student number. If their number is 7 digits long then they only need to add in 0 at the front.*

Example:

If the student number is 345624, then their login ID is SD00345624

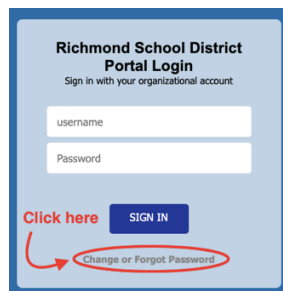
If the student number is 3456241, then their login ID is SD03456241

3. Enter your PASSWORD:

*If you have never logged in before, then your default password is your birthdate followed by your postal code in lower case.*

*(MMDDYYYYa1b2c3) ex. 11242008v7e6s4 for a student born on November 24, 2008 and who lives in the postal code region V7E6S4*

4) Forgot Your Password?



5) If you are still having password issues, please contact your teacher and they can help you reset the password.