* **CREATE ACCOUNT**
* Visit [**www.myBlueprint.ca**](file:///C%3A%5CUsers%5CJenP%5CGoogle%20Drive%5CResources%5Cwww.myBlueprint.ca)
* In the New User box, enter Activation Key “ **richviewci** ” and click **Create Account**
* Select **Click to View Other Account Types** **> Parent**

***Troubleshooting Tips:***

* ***Have an account?*** Enter your email/password in the Existing User box
* ***Forgot your password?*** Click on “Forgot your password?”



* **LINK WITH YOUR CHILD (Optional)**
* You can link with your child to view their myBlueprint account
* From your Home Screen, click on the **Toolbox** and select **My Links**
* Click **Add Student,** and search for your child by email address
* **EXPLORE STUDENT FEATURES**

From your Dashboard,click **Go to Student View** to access a demo student account to explore the features of myBlueprint.

* **Post-Secondary Planner** – compare detailed information on apprenticeships, college programs, university programs and workplace sectors across Canada
* **Career Spectrum** –complete 6 unique assessments for self-exploration and discovery (including Learning Styles, Myers-Briggs Personality, Holland Interests, Knowledge, Motivations, and Compatibility) and be matched with suited occupations
* **Goal Setting** – add interactive SMART goals and action plans
* **High School Planner** – visually plan courses, track progress toward graduation, and instantly identify post-secondary eligibility for opportunities in every pathway
* **Occupation Planner** – compare comprehensive information on occupations
* **Resume & Cover Letter** – record experiences, build a resume, write a cover letter
* **Financial Planner** – build a budget to track income and expenses
* **Job Finder** – find real-world job postings that relate to occupations of interest
* **My Portfolio –** create a personal or career portfolio and share it with parents, teachers, or future employers