

## **MyBlueprint**

Before you can access myBlueprint, you **MUST** receive a link from your child's teacher. It will not work without this link. Please also note that you cannot add additional children to your account until you've received email links from each of their teachers.

### **How do I set up a parent myBlueprint Account?**

1. When you receive an email from myBlueprint, sent via your child's teacher, click the green button in the email prompting you to Accept Link Request
  - o **Watch for this email in your junk mail**
2. Follow the prompts and choose Set Up a New Account
3. You will get to a page that says Enter Student Email and has your child's name listed below it; this means your child is already linked to your account and you do NOT need to add their email; simply press continue. *You should never need to add your child's email on myBlueprint.*
4. Once completed, your parent account is now fully active.
5. You will use this login information each time you want to view and comment on your child's portfolio.

### **How do I link all of my children to one myBlueprint Account?**

1. When you receive an email from myBlueprint, sent via your child's teacher, click the green button in the email prompting you to Accept Link Request
  - o **Watch for this email in your junk mail**
2. You will have already created an account for your first child, so you will click Login To Existing Account
  - o Username: The email that the link was sent to
  - o Password: Whatever you chose when creating your first child's account
3. Follow steps 3-5 above.

Please note: the myBlueprint app and QR codes are for **in-school use only**; they are a way for students to quickly curate artifacts they are proud of. At this point, there is no app for parent use and parents will have to login using the username/password created above.

If you experience difficulties with the login process, please contact myBlueprint support directly and give them the most information you can; child name(s), your email, your name, and specifics about what your problem is. You can reach them at [support@myblueprint.ca](mailto:support@myblueprint.ca) or call 1-888-901-5505.