

## Student Portal for viewing Class Marks

### Accessing the Aspen Student Portal

- ▶ **Launch the Aspen Student Portal from your school's website or Open** in an up-to-date web browser.

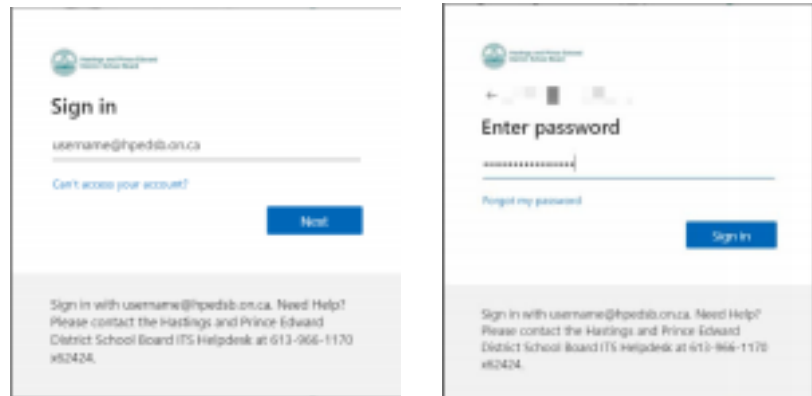
[https://hpedsb.myontarioedu.ca/aspen/logonSSO.do?deploymentId=hpedsbsis&districtId=\\*dst](https://hpedsb.myontarioedu.ca/aspen/logonSSO.do?deploymentId=hpedsbsis&districtId=*dst)

### Sign In with your student username and password

- ▶ This is the same username and password used to login to the school WIFI network or when using a school computer / laptop.

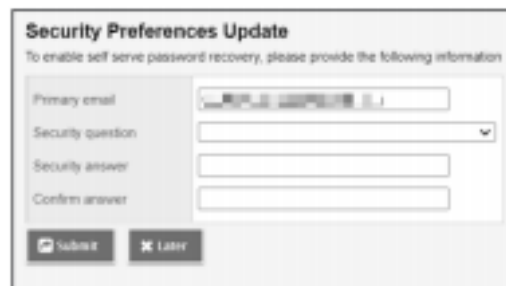
- ▶ If you have issues with your Username / Password please Contact your classroom teacher or School Principal and they can easily Reset the password for you

- ▶ You may be asked to update you Security Preferences, please update this or choose Later and you will be asked next time you login.



The first screenshot shows the 'Sign in' page with a text input field for 'username@hpedsb.on.ca' and a blue 'Next' button. Below the input field is a link for 'Can't access your account?'. The second screenshot shows the 'Enter password' page with a password input field and a blue 'Sign in' button. Below the input field is a link for 'Forgot my password?'. Both pages have a footer with contact information for the District School Board ITS Helpdesk.

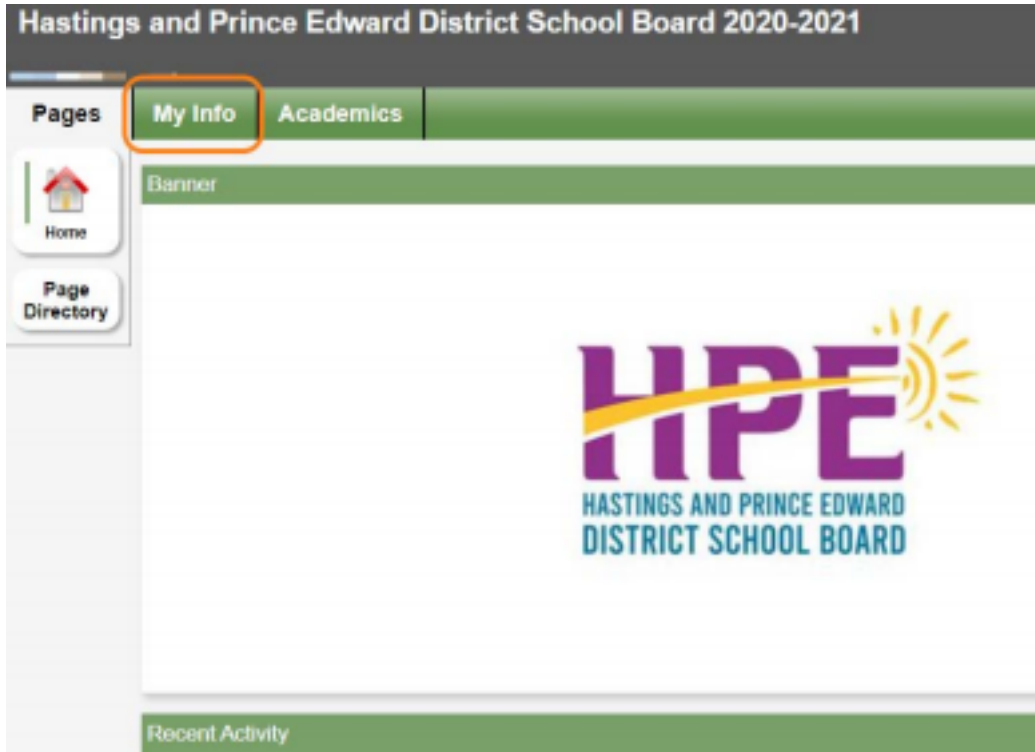
Login credentials are: **@hpedsb.on.ca**  
**Example:** if my name was John Smith  
[jo832sm@hpedsb.on.ca](mailto:jo832sm@hpedsb.on.ca)  
(you don't add in the apps part before hpedsb for ASPEN)



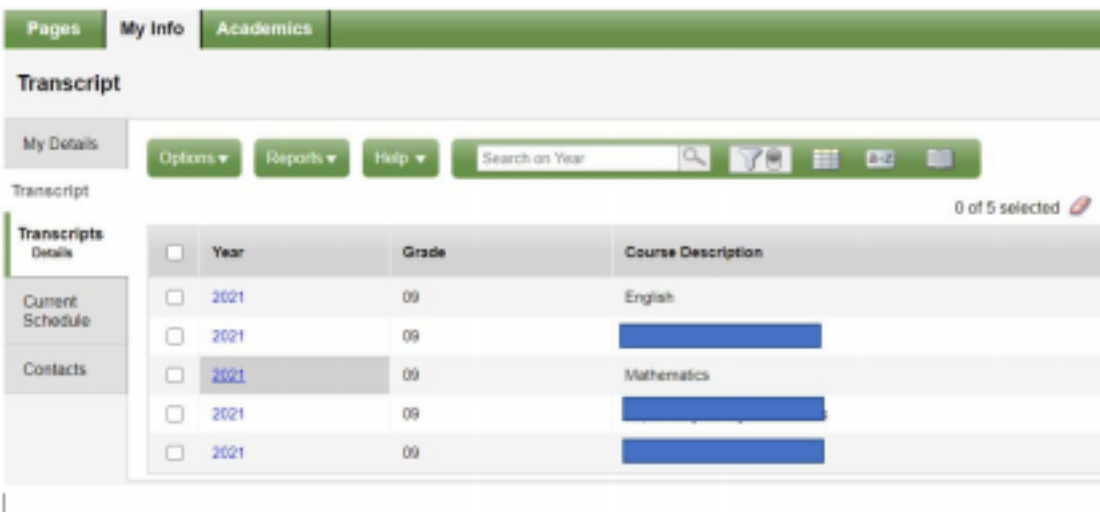
The 'Security Preferences Update' form has a title and a sub-header: 'To enable self serve password recovery, please provide the following information'. It contains four input fields: 'Primary email' (with a dropdown arrow), 'Security question' (with a dropdown arrow), 'Security answer', and 'Confirm answer'. At the bottom are two buttons: 'Submit' and 'Later'.

► Once logged in you will see the **Aspen Student Portal landing page**, we will be adding to the features shown on the landing page in the future.

► Click the My Info Top Tab



► This will open **My Details** , now click the **Transcript Side Tab**



► The Year , Grade , Course Description , FM ( Final Mark ) and Earned Credit will be displayed on the Transcripts page. Click on the **Year** of the course you would like to look at.

The screenshot shows the 'Transcript' page with a navigation bar at the top containing 'Pages', 'My Info', and 'Academics'. Below the navigation bar is the 'Transcript' title and a 'My Details' section with buttons for 'Options', 'Reports', and 'Help', along with a search bar labeled 'Search on Year'. The main content area is titled 'Transcript' and shows a table with the following data:

	<input type="checkbox"/>	Year	Grade	Course Description
Transcripts Details	<input type="checkbox"/>	2021	09	English
Current Schedule	<input type="checkbox"/>	2021	09	[Redacted]
Contacts	<input type="checkbox"/>	2021	09	Mathematics
	<input type="checkbox"/>	2021	09	[Redacted]
	<input type="checkbox"/>	2021	09	[Redacted]

The table has a '0 of 5 selected' indicator in the top right corner.

► If you don't see the course you would like to look at you may need to change the Filters on the page to show **All** . Click the **Book** filter and then select **All**

This screenshot is identical to the one above, showing the 'Transcript' page with the same table of courses for 2021. The table data is as follows:

	<input type="checkbox"/>	Year	Grade	Course Description
Transcripts Details	<input type="checkbox"/>	2021	09	English
Current Schedule	<input type="checkbox"/>	2021	09	[Redacted]
Contacts	<input type="checkbox"/>	2021	09	Mathematics
	<input type="checkbox"/>	2021	09	[Redacted]
	<input type="checkbox"/>	2021	09	[Redacted]

The table has a '0 of 5 selected' indicator in the top right corner.

► This will open **Course Transcript** details. **Scroll down** to see the course **Mark and comments** that corresponds to **the current Octomester**. (The latest marks are found at **OCT5T2**)

**Transcript :: Mathematics**

My Details   Options   Reports   Help

Transcript

Transcripts

Current Schedule

Contacts

Year ID	2020-2021
Grade level	05
Number	MM7L1
Description	Mathematics
Teacher	Webb, Jodi, Vlesvyk, Kent
Section number	5
Final mark	54
Earned credit	1.0
User description	N
Course description	Mathematics
Substituted for	

**Grades and Comments**

OCT5  
OCT5 Mark  
OCT5 Rule:  
OCT5 Comments  
OCT5 SP Indicator  
OCT5 ESL/ELD Indicator

OCT7  
OCT7 Mark  
OCT7 Rule:  
OCT7 Comments  
OCT7 SP Indicator  
OCT7 Interview requested

You have demonstrated a satisfactory understanding of money sense. ...read more