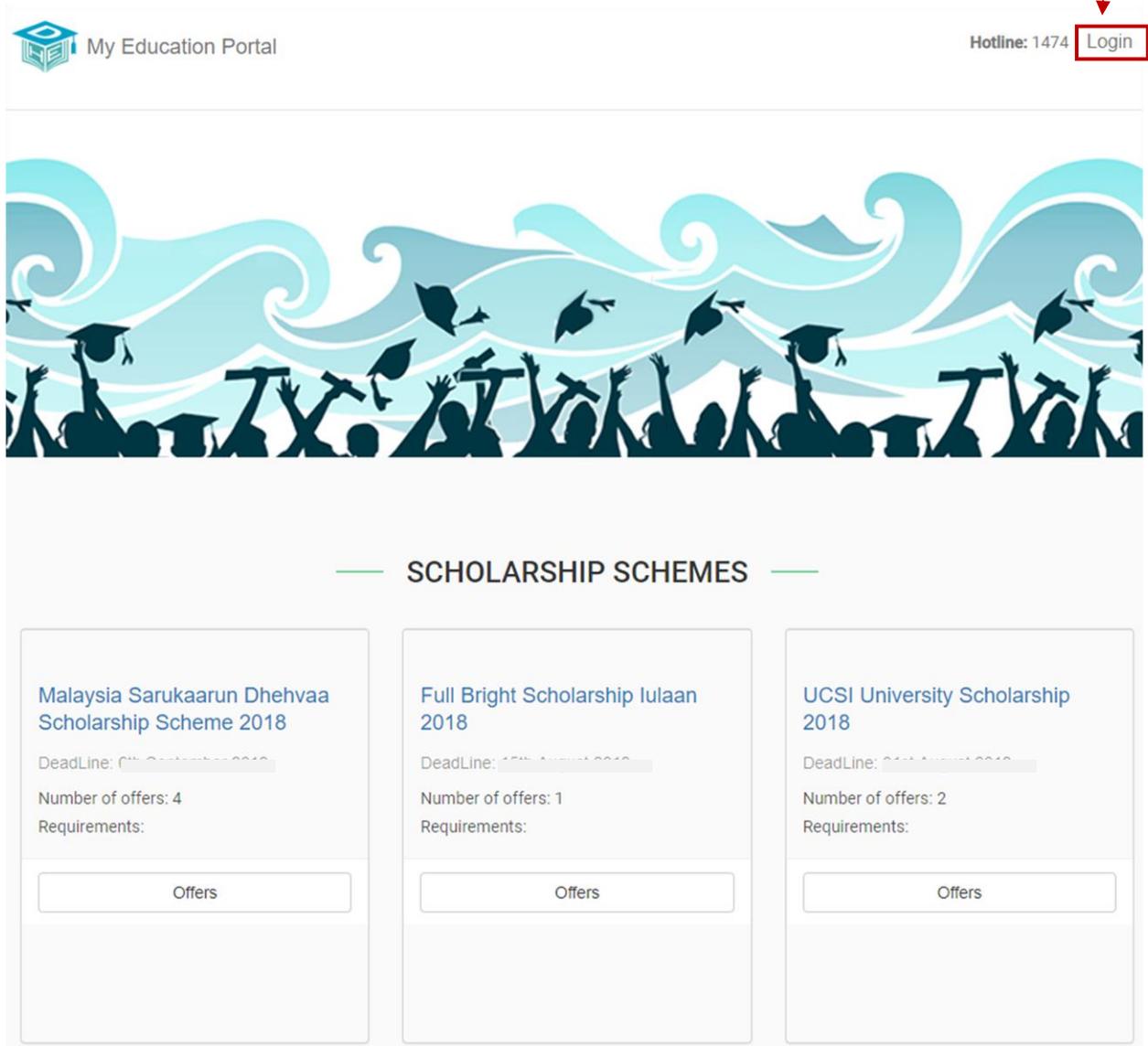


MY EDU PORTAL USER GUIDE

Version 1.0 | 05/08/2018

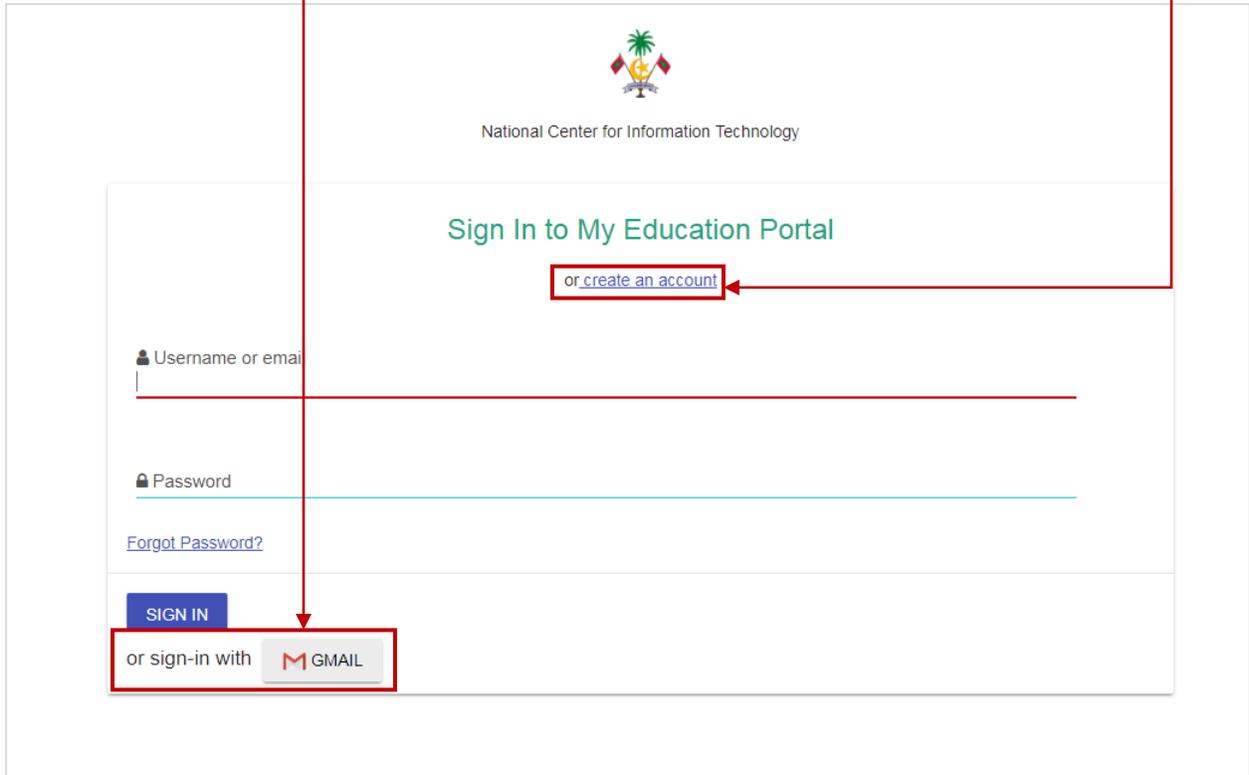
Register to My Edu Portal

1. Visit www.myedu.egov.my
2. Click the “Login” button.



The following page will be displayed.

Users can either sign up to the My Edu portal using **Gmail** (*follow step 3*) or by clicking the **Create an account** button (*follow step 4*).



3. If user has a Google account, click the **sign-in with Gmail** button.
 - a. Enter your credentials (Email and password) in the form displayed and click the Next button.

The first screenshot shows the 'Sign in with Google' interface for egov.mv. It features a 'Sign in' heading, a sub-heading 'to continue to egov.mv', and an input field for 'Email or phone'. Below the input field are links for 'Forgot email?' and 'Create account', and a blue 'Next' button. A red box highlights the 'Email or phone' input field, and a red arrow points to the second screenshot.

The second screenshot shows the 'Welcome' screen. It features a 'Welcome' heading, a user profile icon, and an email address 'r[redacted]@gmail.com'. Below this is an input field for 'Enter your password'. A red box highlights the 'Enter your password' input field. Below the input field are links for 'Forgot password?' and a blue 'Next' button.

- b. A message will be displayed requesting to verify your email address.
**Note: The verification link expires within 5 minutes. If the link has expired, you can click the "Click here" button to request for a new verification link.*

The screenshot shows an email from the National Center for Information Technology. The email content is as follows:

National Center for Information Technology

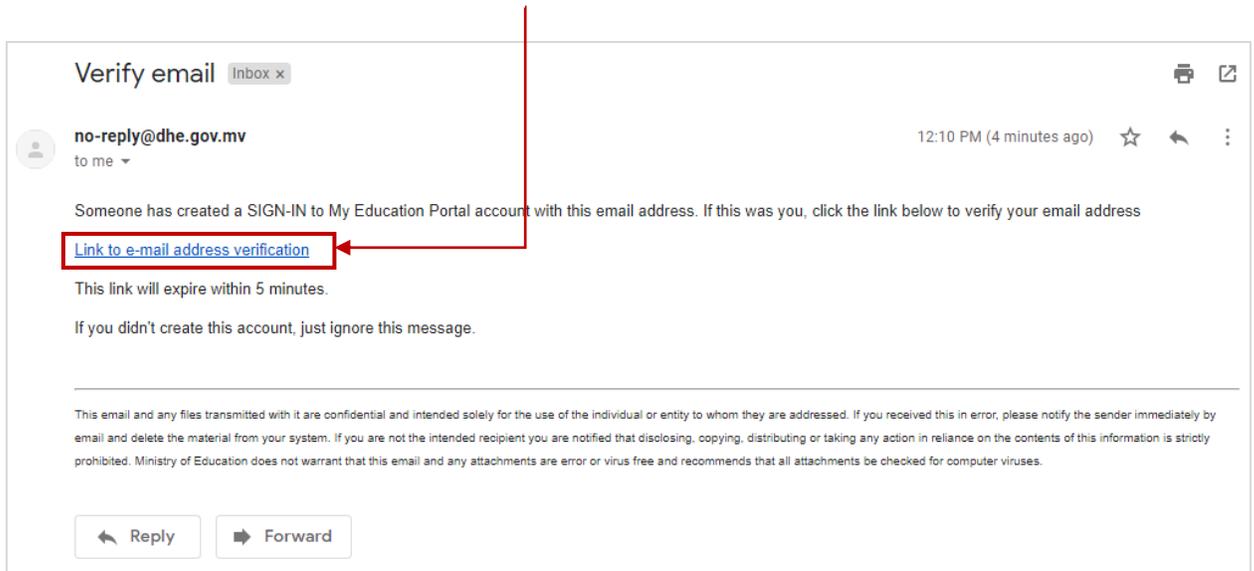
You need to verify your email address to activate your account.

An email with instructions to verify your email address has been sent to you.

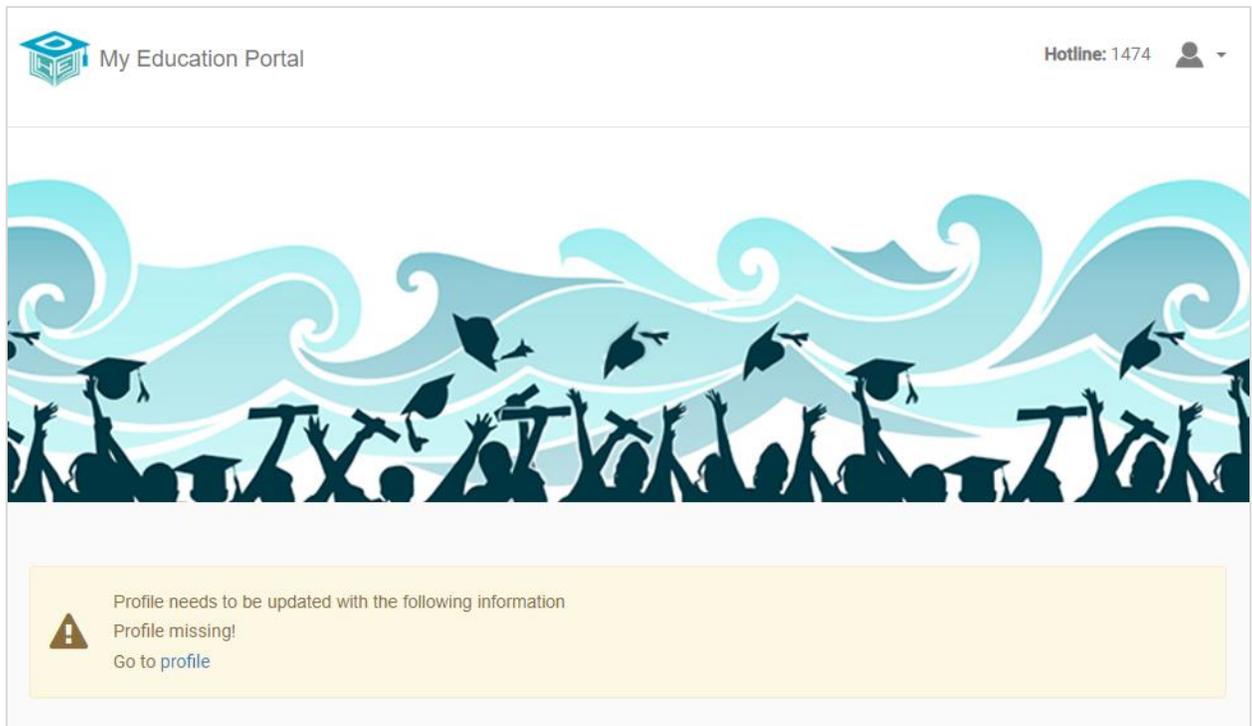
Haven't received a verification code in your email? [Click here](#) to re-send the email.

A red box highlights the 'Click here' link, and a red arrow points from the top of the page to this link.

- c. A verification email will be sent from no-reply@dhe.gov.mv to the email address you signed up with. Click the **email verification link** to verify your email address.



- d. Once your email is verified, you will be redirected to the My Edu Portal where you will be requested to set up your profile.



4. If user clicks the **create an account** button, the following form will be displayed.
 - a. Fill the details in the form and click the **Sign Up** button.



National Center for Information Technology

Create a My Education Portal Account

or [sign in to your account](#)

Username

First name

Last name

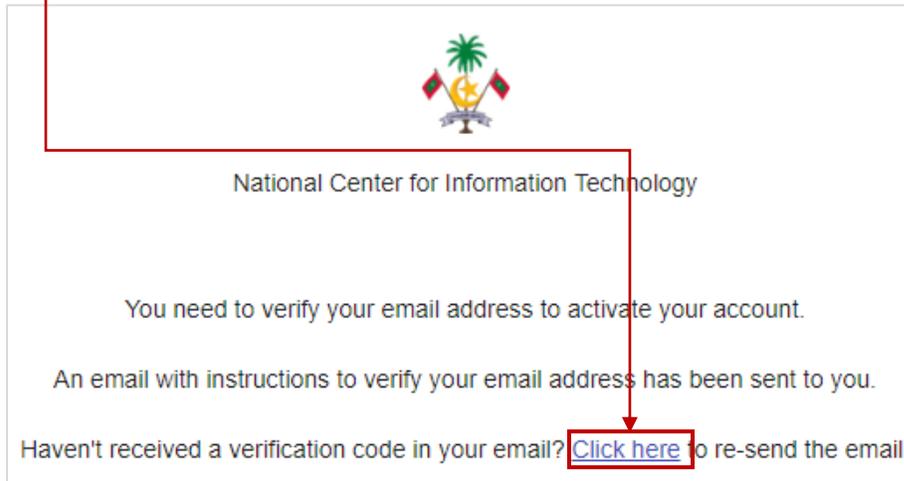
Email

Password

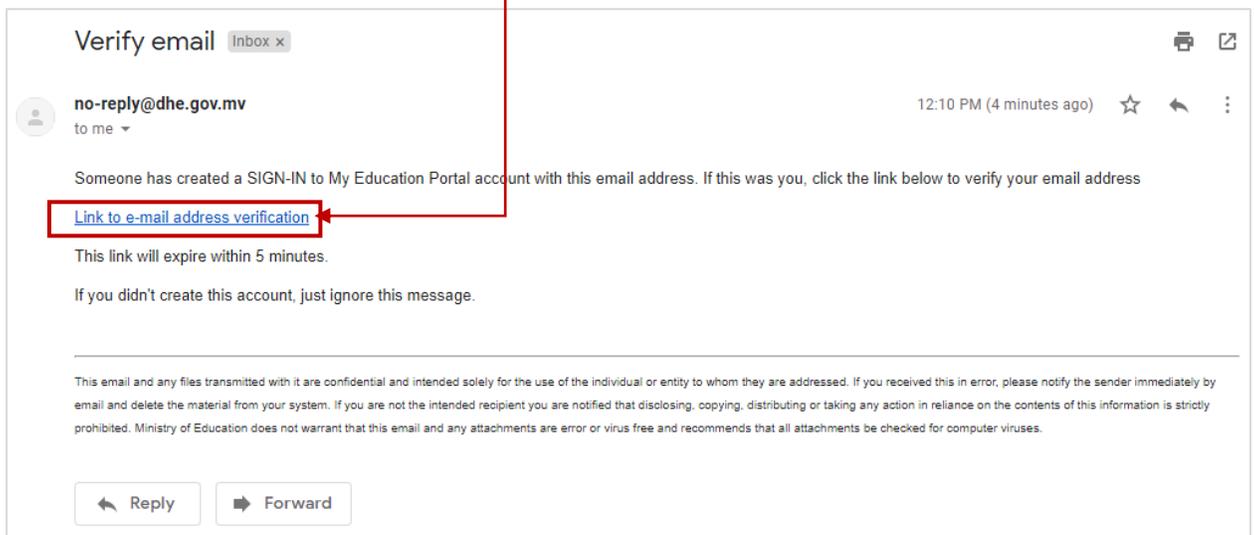
Confirm password

[Terms of Service](#) [Privacy Policy](#)

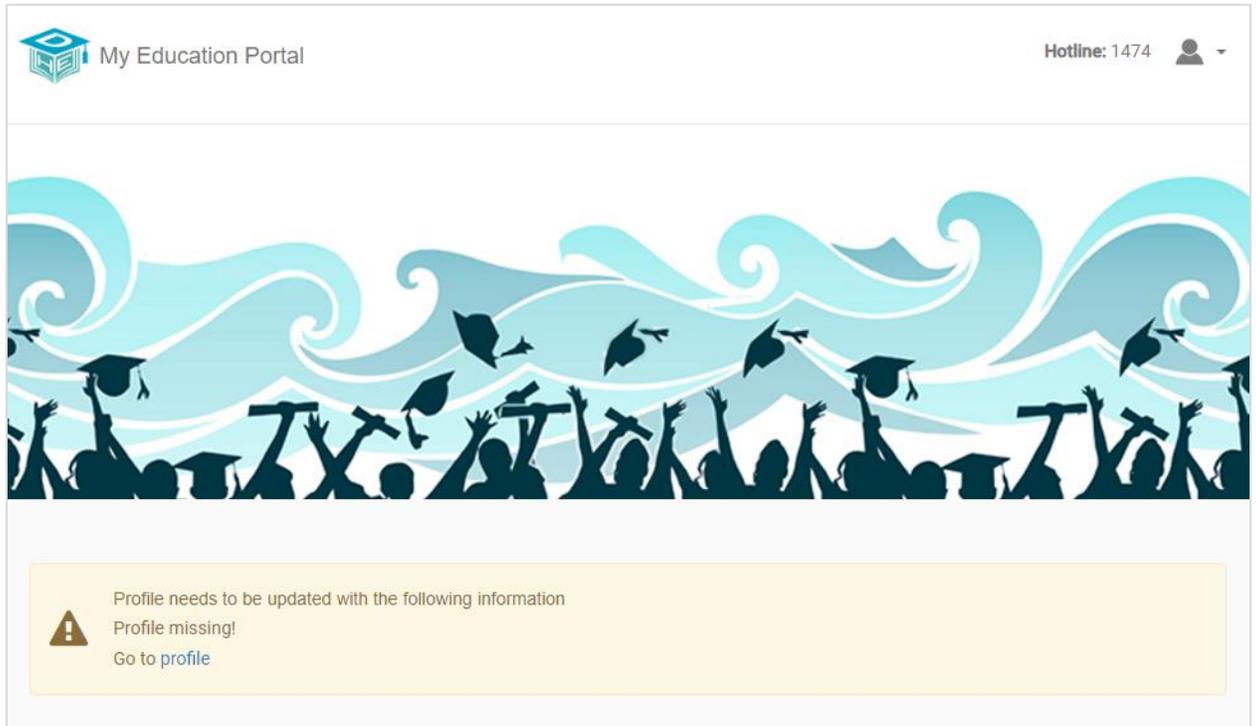
- b. A message will be displayed requesting to verify your email address.
**Note: The verification link expires within 5 minutes. If the link has expired, you can click the "Click here" button to request for a new verification link.*



- c. A verification email will be sent from no-reply@dhe.gov.mv to the email address you entered in the form. Click the **email verification link** to verify your email address.



- d. Once your email is verified, you will be redirected to the My Edu Portal where you will be requested to set up your profile.



Note:

- If you sign up using Gmail, you should use the **sign in with Gmail** button to login to your My Education Portal Account.
- If you sign up by creating an account, use the **username / email** and **password** written in the account creation form to login to your My Education Portal Account.