

MyForms-- Student/Parent User Guide

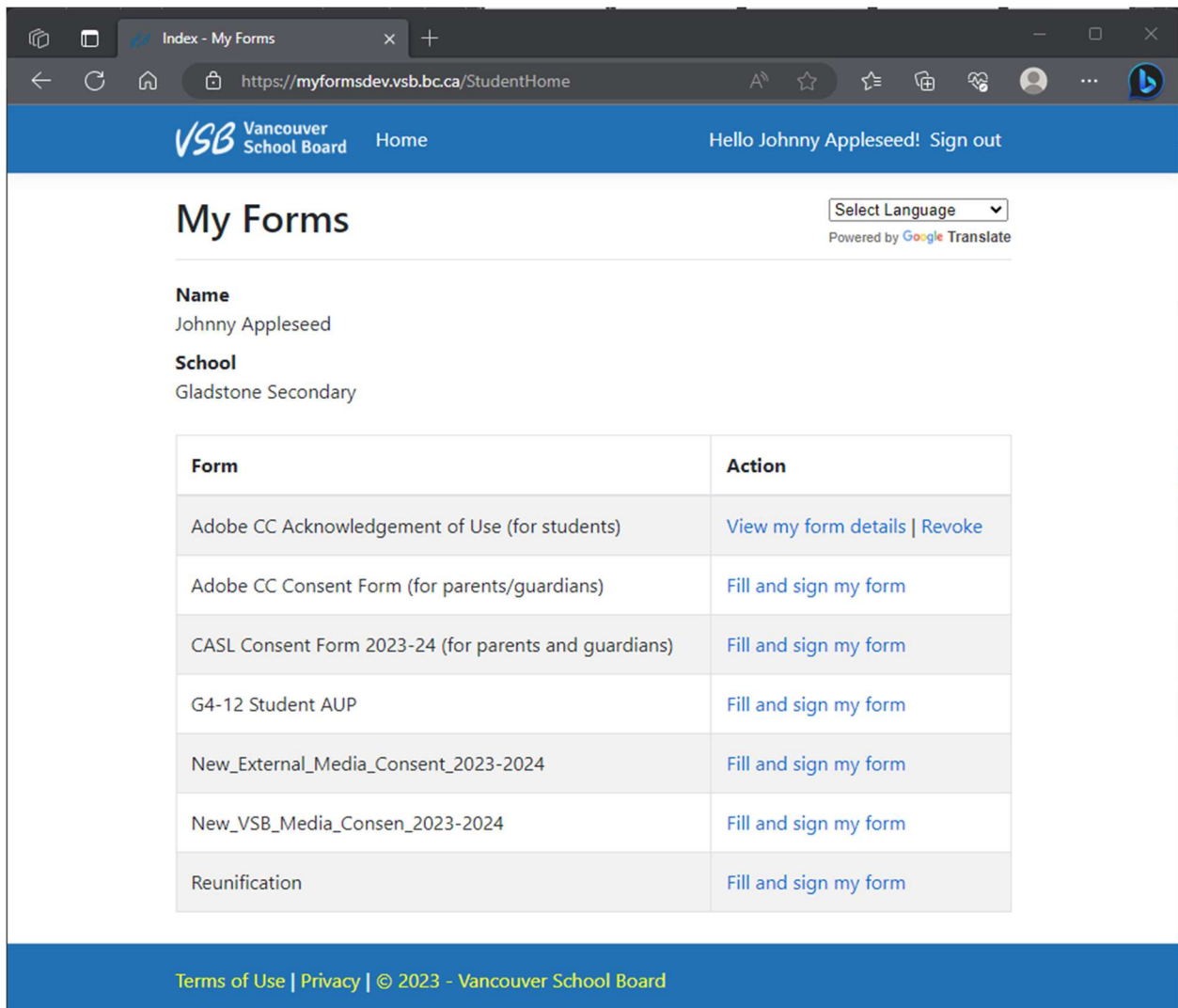
Introduction

MyForms is a new offering from the Vancouver School Board intended to replace paper based consent and acknowledgement of risk forms typically sent home with students.

The application allows students and parents/guardians to confirm and revoke their approval of topics and activities related to a students studies.

Home

Upon logging into MyForms at <https://myforms.vsb.bc.ca> you will be presented forms relevant to the current student. Depending on the state of the form, you will be able to sign, view or revoke consent for each form by clicking the relevant link.



The screenshot shows a web browser window with the URL <https://myformsdev.vsb.bc.ca/StudentHome>. The page header includes the Vancouver School Board logo and the text "Hello Johnny Appleseed! Sign out". The main heading is "My Forms" with a language selection dropdown set to "Select Language" and a note "Powered by Google Translate". Below the heading, the user's name "Johnny Appleseed" and school "Gladstone Secondary" are displayed. A table lists various forms with their corresponding actions.

Form	Action
Adobe CC Acknowledgement of Use (for students)	View my form details Revoke
Adobe CC Consent Form (for parents/guardians)	Fill and sign my form
CASL Consent Form 2023-24 (for parents and guardians)	Fill and sign my form
G4-12 Student AUP	Fill and sign my form
New_External_Media_Consent_2023-2024	Fill and sign my form
New_VSB_Media_Consen_2023-2024	Fill and sign my form
Reunification	Fill and sign my form

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Signing

Upon entering an unsigned form you will be presented with the details of the matter requiring acknowledgment. Once read, and if you agree, you can provide consent by clicking the 'I agree' checkbox near the bottom of the form.

Upon submission, you will be brought back to the main page.

Further, the MyForms system will send a confirmation email to the parent/guardian for review and filing.

Submit My Form

Student Information: School: Gladstone Secondary, Name: Johnny Appleseed

Form Information: Form Title: Adobe CC Acknowledgement of Use (for students)

Adobe Creative Cloud Acknowledgement of Use
to be completed by students.

1. Use my Microsoft OneDrive not Adobe Cloud
2. Do not use my IP party personal information on Adobe Cloud (photos and names of friends, family and other (omit school name))
3. Follow the VSB Acceptable Use Policy (AUP)

Why do we need to do this?
Personal information is information about an identifiable individual. It can include your name, birthday, e-mail address and phone number. It can also include your opinions, photos and digital images, your IP address and your e-mail and text messages.

Adobe cloud storage is in the US and therefore anything you store in the Adobe cloud is subject to the US privacy and data laws.

For more information about BC privacy legislation, visit <https://www2.gov.bc.ca/gov2/privacy>

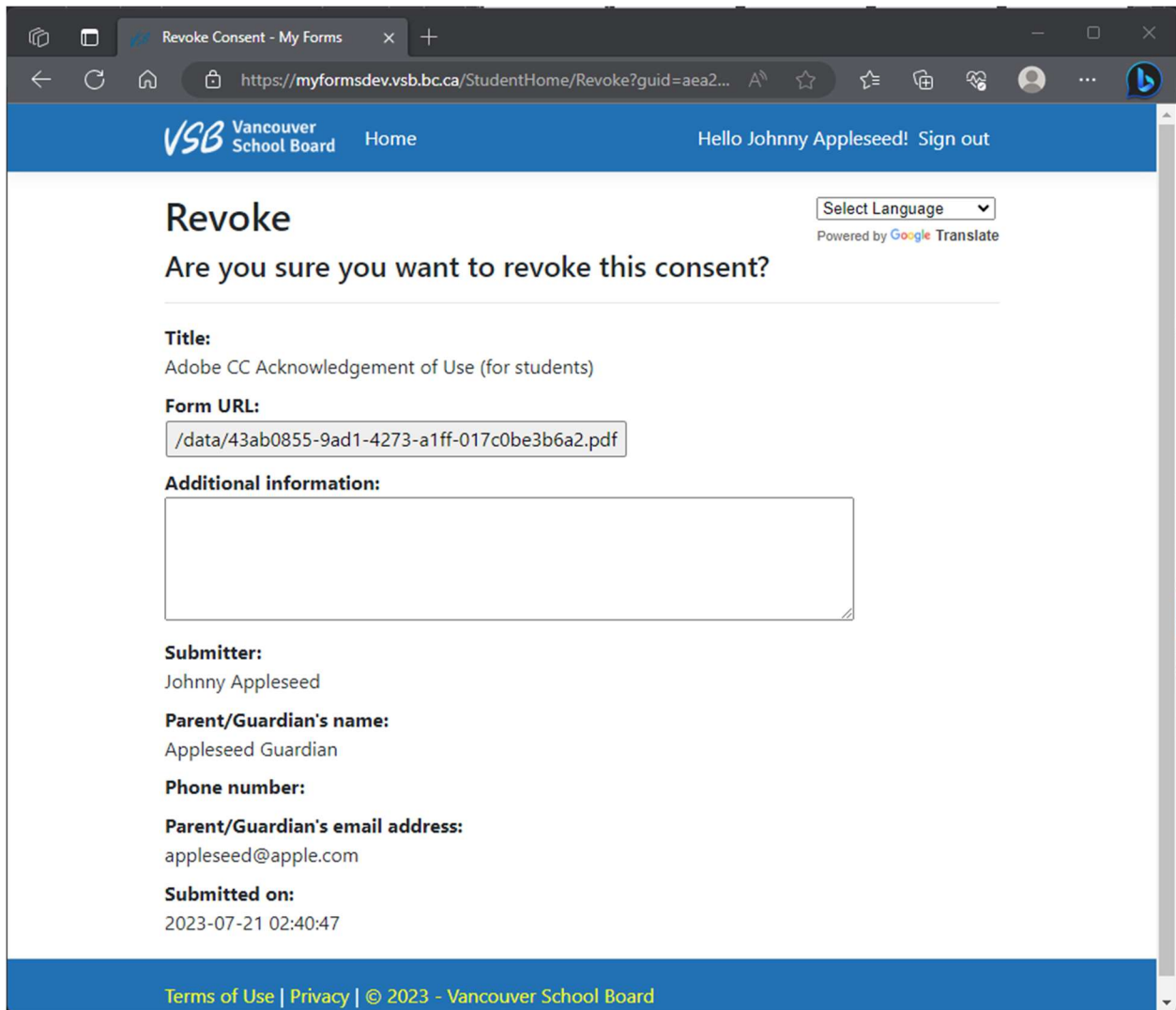
I agree You must give your consent by clicking the 'I agree' box

Parent/Guardian's name: Appleseed Guardian
Date: 2023-07-21
Parent/Guardian's email address: appleseed@apple.com
Submit

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Revoking

Revoking consent is as simple as clicking the 'Revoke' button. You will then be brought back to the main page.



The screenshot shows a web browser window with the address bar displaying <https://myformsdev.vsb.bc.ca/StudentHome/Revoke?guid=aea2...>. The page header includes the Vancouver School Board (VSB) logo and the text "Hello Johnny Appleseed! Sign out". The main heading is "Revoke" with a "Select Language" dropdown menu and "Powered by Google Translate" below it. The primary question is "Are you sure you want to revoke this consent?".

Title:
Adobe CC Acknowledgement of Use (for students)

Form URL:

Additional information:

Submitter:
Johnny Appleseed

Parent/Guardian's name:
Appleseed Guardian

Phone number:

Parent/Guardian's email address:
appleseed@apple.com

Submitted on:
2023-07-21 02:40:47

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