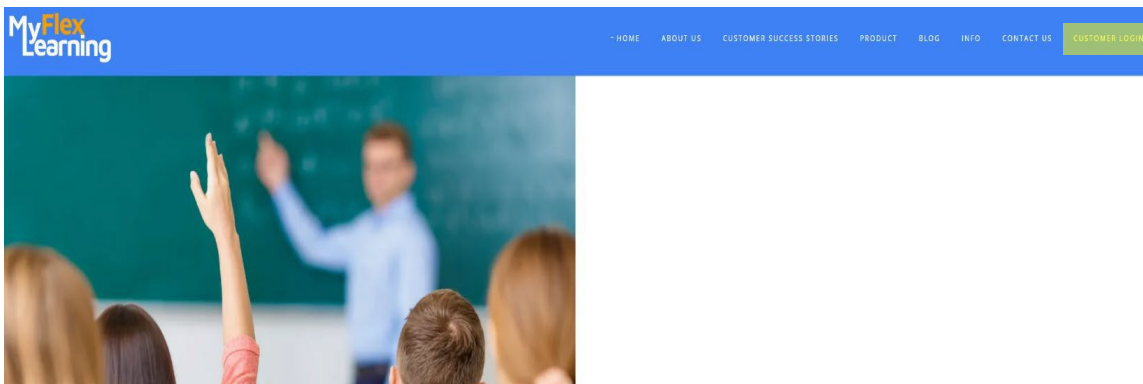




How to Use MyFlexLearning for FOCUS

How to login to MyFlexLearning

1. Go to **ca.myflexlearning.com** and select **customer login** (use the weblink rather than the app). If signing up from a phone, students will need to hit the drop-down option and customer login will be an option.



2. Click on the Canadian Flag

Please choose your school's location to login



United States



Canada



International Schools

3. Select the "Sign in with Microsoft" Option



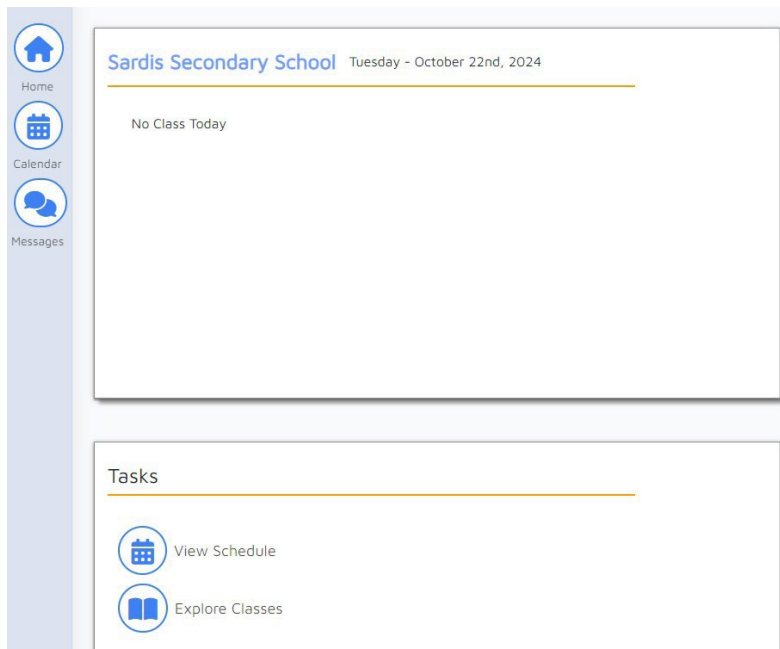
4. The username and password will be the same as your SD33 login: ex: 12345@sd33online.ca and the password you have created.



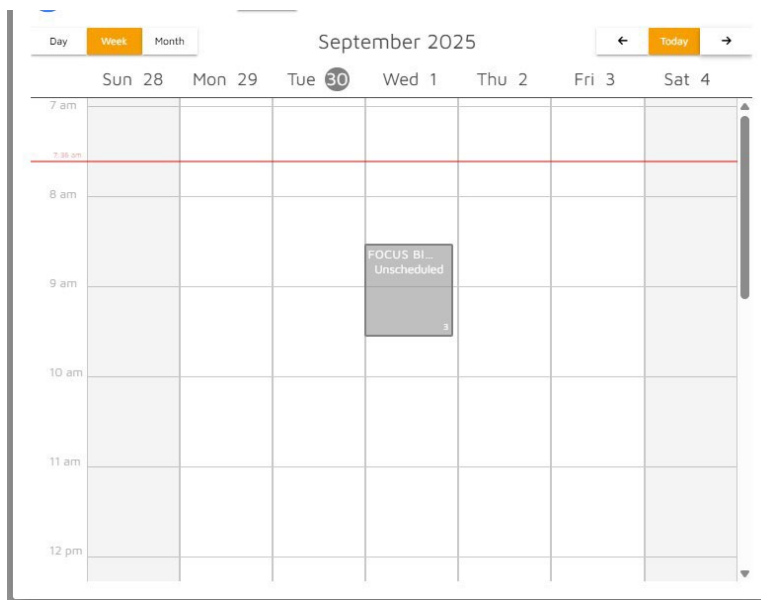
How to Use MyFlexLearning for FOCUS

Finding a Class

1. Select Calendar or Select “View Schedule” on phone



2. Scroll through the calendar to the date you want to select a class. It should look like this:



3. Click on “FOCUS Block” to pull up the class options and select “Change Class”
4. Select the class offering you will be attending and select “Change Schedule”



How to Use MyFlexLearning for FOCUS

- Confirm that the information is correct, and then select “ok”.

A screenshot of a web form for class management. The form includes fields for Name (Careers Catch Up), Teacher (Sandberg, Joshua), Class Size (30), Location (B110), Description (No description), Start Date (9/30/2025), End Date (11/29/2025), and Flex Period (FOCUS Block). Below these fields is a row of buttons labeled M, T, W, Th, F, where W is highlighted in orange. At the bottom, there is a checkbox for Lock, a blue clock icon, and two buttons: Change Class (orange) and Ok (blue).

- Once you have picked a class, it will turn from grey to red or blue. Remember, you will need to select a FOCUS class each week.



- Once you have selected and chosen a block, you can sign out of MyFlex.