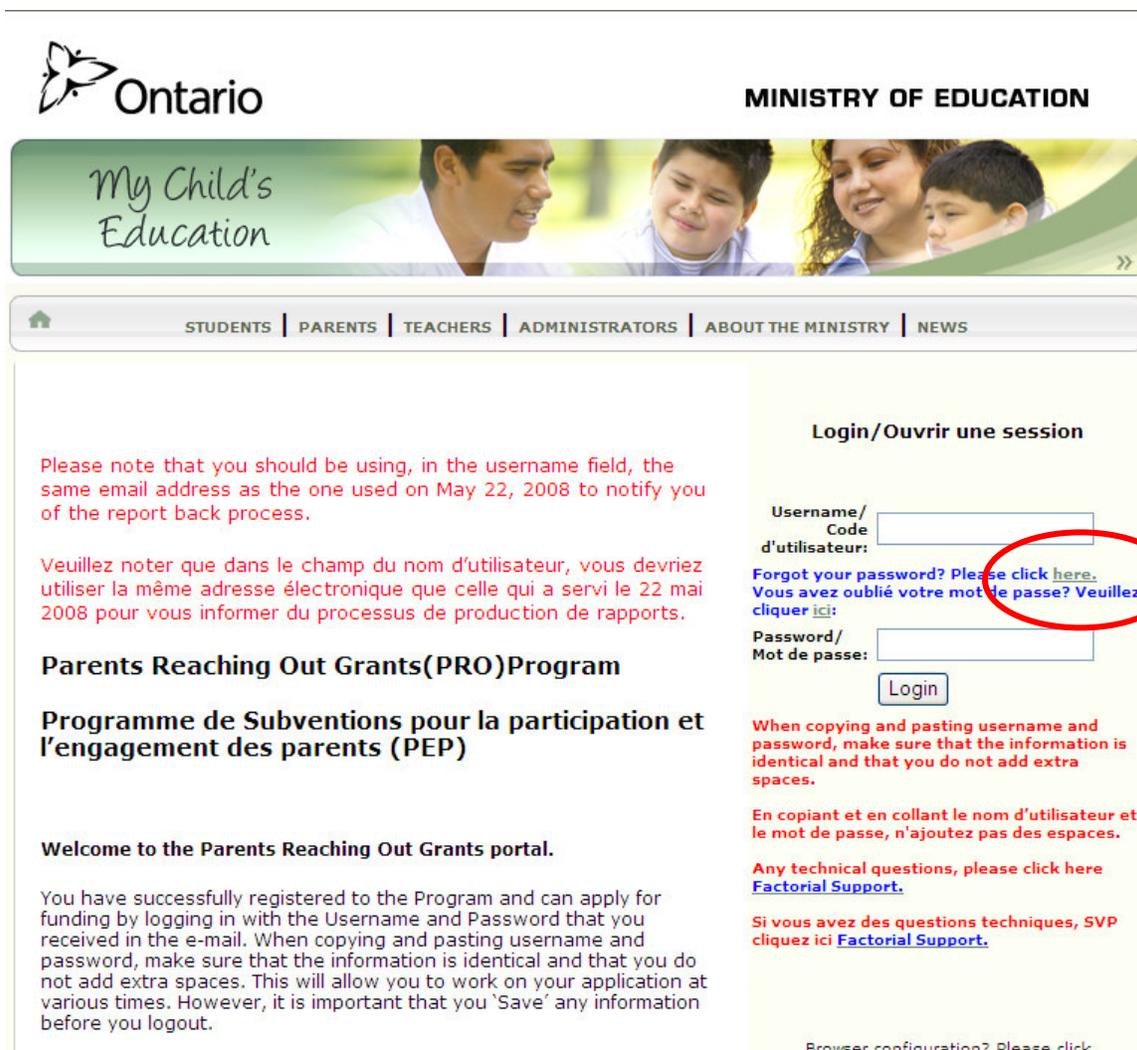


Lost Password Instructions:

If you already registered in the system before, please do not attempt to register again, if you forgot your password:

Click on this link:

<http://education.factorial.ca>



The screenshot shows the Ontario Ministry of Education website. At the top left is the Ontario logo. To the right is the text 'MINISTRY OF EDUCATION'. Below this is a banner with the text 'My Child's Education' and a photo of a family. A navigation bar contains links for 'STUDENTS', 'PARENTS', 'TEACHERS', 'ADMINISTRATORS', 'ABOUT THE MINISTRY', and 'NEWS'. The main content area is divided into two columns. The left column contains text in English and French regarding the 'Parents Reaching Out Grants (PRO) Program' and 'Programme de Subventions pour la participation et l'engagement des parents (PEP)'. The right column is titled 'Login/Ouvrir une session' and contains a login form with fields for 'Username/Code d'utilisateur' and 'Password/Mot de passe', and a 'Login' button. A red circle highlights the text 'Forgot your password? Please click here. Vous avez oublié votre mot de passe? Veuillez cliquer ici:'. Below the login form, there are instructions in English and French about copying and pasting information, and a link to 'Factorial Support'.

Please note that you should be using, in the username field, the same email address as the one used on May 22, 2008 to notify you of the report back process.

Veillez noter que dans le champ du nom d'utilisateur, vous devriez utiliser la même adresse électronique que celle qui a servi le 22 mai 2008 pour vous informer du processus de production de rapports.

Parents Reaching Out Grants(PRO)Program

Programme de Subventions pour la participation et l'engagement des parents (PEP)

Welcome to the Parents Reaching Out Grants portal.

You have successfully registered to the Program and can apply for funding by logging in with the Username and Password that you received in the e-mail. When copying and pasting username and password, make sure that the information is identical and that you do not add extra spaces. This will allow you to work on your application at various times. However, it is important that you 'Save' any information before you logout.

Login/Ouvrir une session

Username/
Code
d'utilisateur:

Forgot your password? Please click [here](#).
Vous avez oublié votre mot de passe? Veuillez cliquer [ici](#):

Password/
Mot de passe:

Login

When copying and pasting username and password, make sure that the information is identical and that you do not add extra spaces.

En copiant et en collant le nom d'utilisateur et le mot de passe, n'ajoutez pas des espaces.

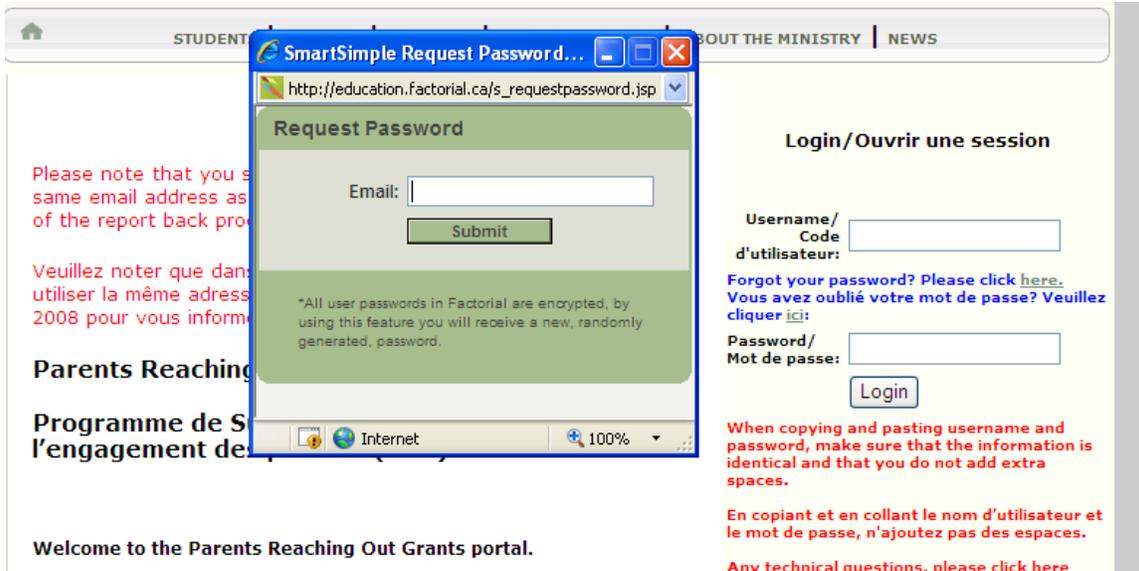
Any technical questions, please click here [Factorial Support](#).

Si vous avez des questions techniques, SVP cliquez ici [Factorial Support](#).

Browser configuration? Please click

Click on [Forget your password, Please click here](#) link

A Request Password window will pop up:



Type in your email address in the box,

The email address should be the same email address that you used when you first registered.

Please note that your email address is used as your username.

click on Submit button.

You will receive an email message from support with your username and a temporary password, please check also the junk mail folder.

Login again to <http://education.factorial.ca>



My Child's
Education

[STUDENTS](#) | [PARENTS](#) | [TEACHERS](#) | [ADMINISTRATORS](#) | [ABOUT THE MINISTRY](#) | [NEWS](#)

Please note that you should be using, in the username field, the same email address as the one used on May 22, 2008 to notify you of the report back process.

Veillez noter que dans le champ du nom d'utilisateur, vous devriez utiliser la même adresse électronique que celle qui a servi le 22 mai 2008 pour vous informer du processus de production de rapports.

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Login/Ouvrir une session

Username/
Code
d'utilisateur:

[Forgot your password? Please click here.](#)
[Vous avez oublié votre mot de passe? Veuillez cliquer ici:](#)

Password/
Mot de passe:

When copying and pasting username and password, make sure that the information is identical and that you do not add extra spaces.

En copiant et en collant le nom d'utilisateur et le mot de passe, n'ajoutez pas des espaces.

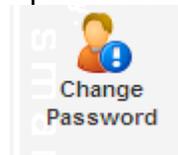
[Any technical questions, please click here](#)
[Factorial Support.](#)

[Si vous avez des questions techniques, SVP cliquez ici](#)
[Factorial Support.](#)

Type in your username and the password that is provided to you in the email.

When copying and pasting username and password, make sure that the information is identical and that you do not add extra spaces.

Once you enter the portal, we suggest that you change your password.



To change your password, click on change password icon on the left side to change your password

-  New Application Form
-  Saved Application or Working Document
-  Applications Under Review
-  07-08 Report Back Form
-  07-08 Report Back Status
-  Change Password

If you have a saved application/working document, your application title and application number will show up in the below list.

Application Title	Application Number

In this case please click on the Saved Application or Working Document icon on the left menu, click the link under "Research Type" to continue working on your unfinished application form.

If you haven't started an application yet, no application title and application number will show up in the below list. In this case please click on New Application Form icon on the left menu to start your application.

Please note: DO NOT create multiple applications, you should only submit your application once.
To check your submitted application, please click on "Applications Under Review" icon on the left menu.

Report Back Instructions

To access the report back form, please click on the REPORT icon located on the LEFT menu.

The approved grant proposal will appear, click on your application name which is listed under the APPLICATION TITLE to open your approved grant.

Click on the New Report Back Form button , located at the TOP LEFT corner to open the window for the Report Back Form. Please answer all of the questions

Change Password	
Old Password:	<input style="width: 95%;" type="text"/>
New Password:	<input style="width: 95%;" type="text"/>
Confirm New Password:	<input style="width: 95%;" type="text"/>
Policy:	Minimum Characters - 6
<input style="background-color: #8bc34a; color: white; padding: 5px 15px; border: none;" type="submit" value="Submit"/>	