TalentEd Help

Logging In

TalentEd works best in the Chrome browser. To access this site go to: https://boonville.tedk12.com/ If you are at school, there is an icon on your desktop named TedK12 that will take you to TalentEd using Chrome.

You will need to set your password by clicking the Forgot your password? link.

Type in your school email address and click Send Email. You will soon receive an email with a link to click which will take you to a screen where you will enter a new password. That screen will also tell you the requirements for that password. You can make it be the same as your computer log in if you'd like. (IF your computer password meets the requirements.)
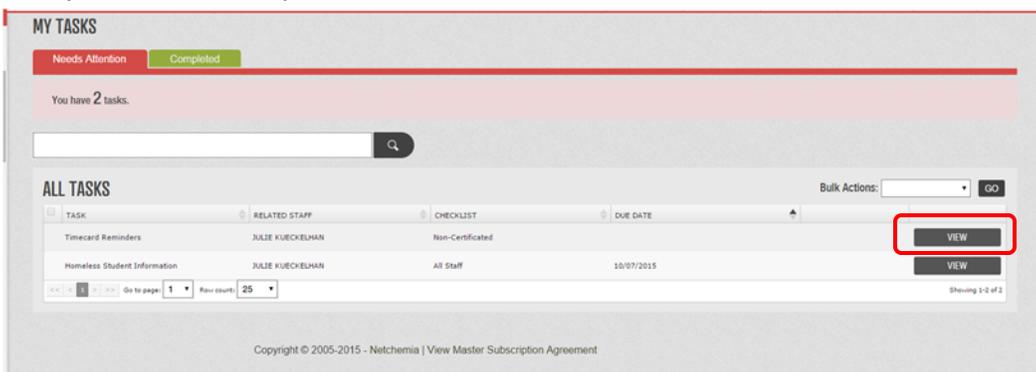
Checklists and Tasks

At various times during the year, you may be assigned documents to read and sign. You should get an email letting you know there is something in TalentEd for you to complete.
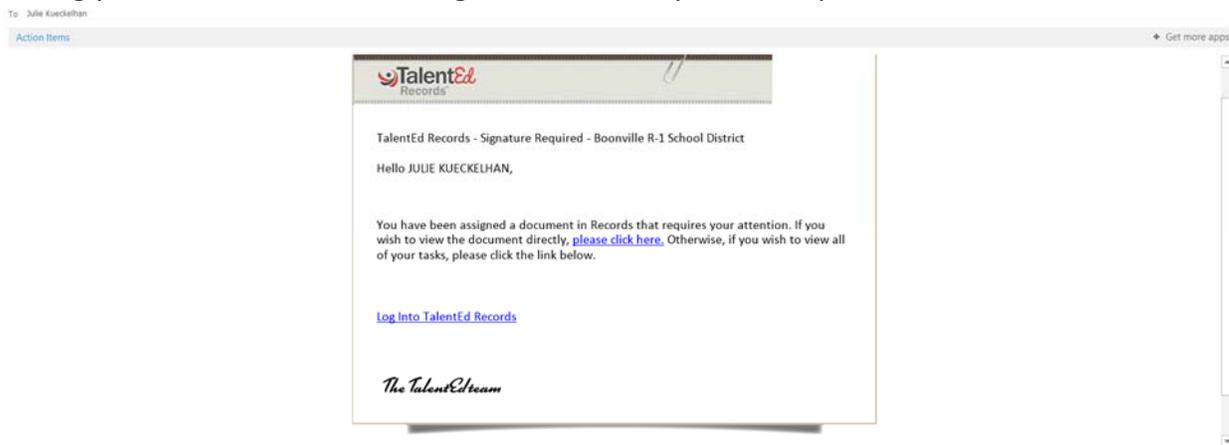
Log on to TalentEd as usual. On the home screen you will see one or more tasks listed. Click VIEW next to the task you want to complete.

The document that you need to read or complete will show. Fill in any required information and then scroll to the bottom.
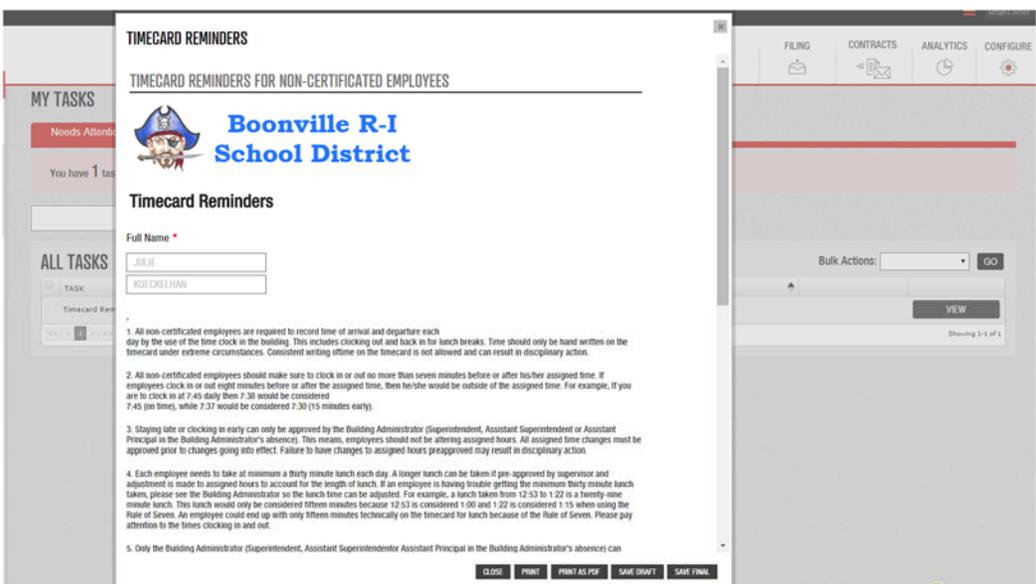
Click the box that says Yes. Then click SAVE FINAL.   The document will close and the task will no longer be listed in your task list.

Some forms require you to actually sign your name. If that is the case, the document will reappear and you will have to check the box that says "I have read and accept the Electronic Signature Statement" and type your name in the box. Then click SUBMIT.

If a document requires your electronic signature, you will get a second email that tells you a signature is required. It is sent as soon as you click the SAVE FINAL button so if you have already typed your name and submitted the document, you can just disregard that email.

Helpful Reminders

If tasks remain in your ALL TASKS list, you have missed a step or didn't SAVE FINAL. If you open (click on) a blank document just to look at it and click close, it will then show up in your ALL TASKS lists.