

Skyward Family Access For Parents

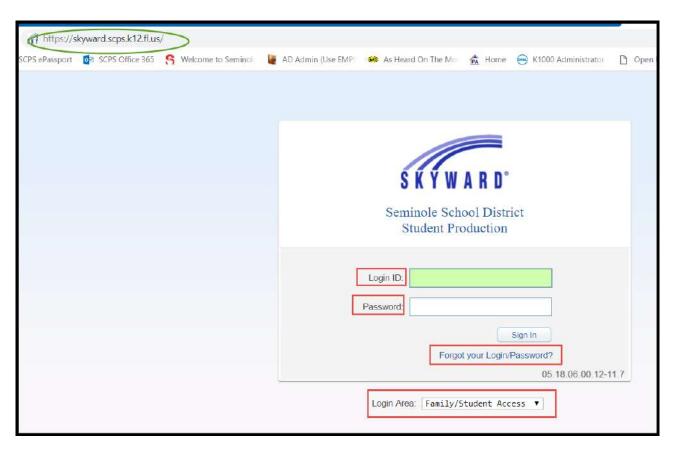


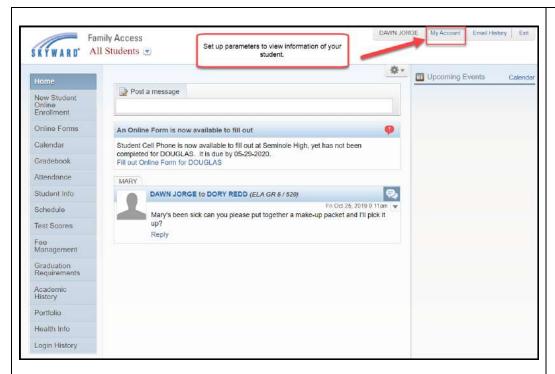
Family Access Overview

Login: https://skyward.scps.k12.fl.us/

Enter: Login and Password

Select the link: Forgot your Login/Password? If you are having any issues.



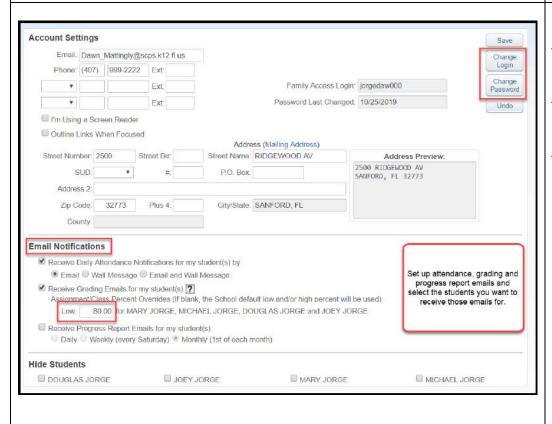


View any email history you have with the teacher.

Always use the "Exit" button to log off.

My Account

Set up parameters of your student.

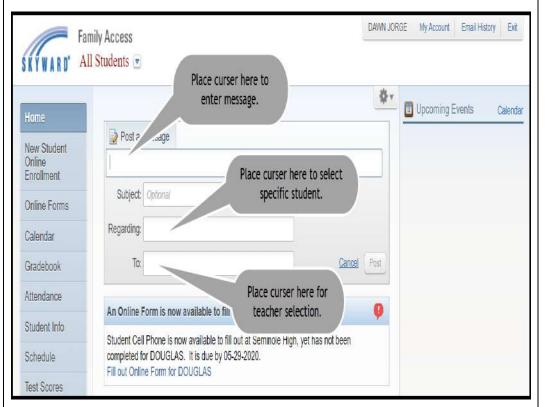


- Change login and password
- Set up email notifications.
- If you choose to receive email notifications for grading you can enter a low percent. 70% is the low default.



Family Access Home Page

- Toggle between students
- Wall page for student

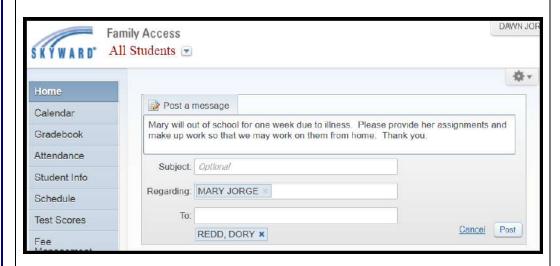


To send a message to student's teacher:

Place your curser under Post a message on your home page:

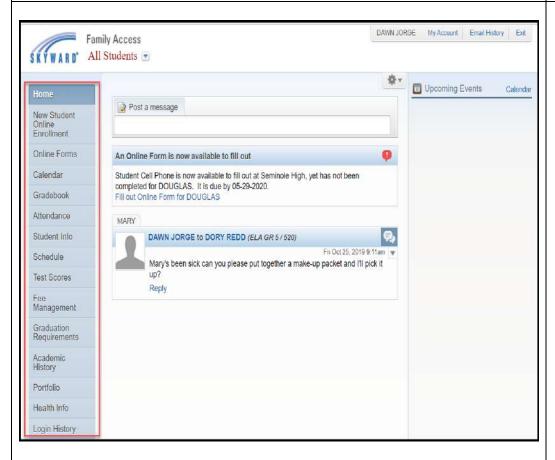
Select:

- Subject subject matter of email
- Regarding student name
- To provides a list of student's teacher available.



Enter message

The message is delivered to the teacher's message center. This is viewable in their grade book.



Tabs on the left are the areas to view information regarding your student.

If you already have students who attend SCPS and need to register another student in the household, use the NEW STUDENT ONLINE ENROLLMENT TAB.



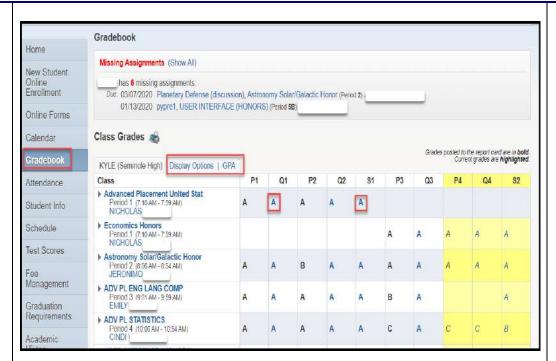
Online Forms

View any online forms that has been filled out.



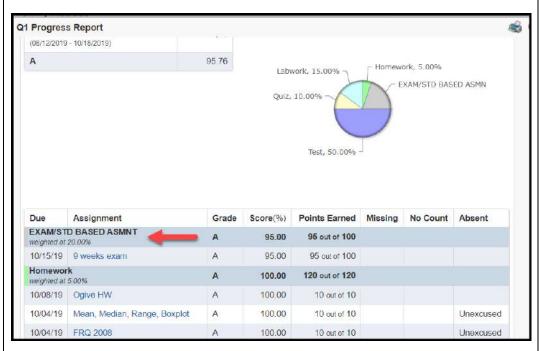
Calendar

View any updates that may have been posted to the calendar by district/school/teachers.



Grade book information

Select the Quarter Term grade or the semester.

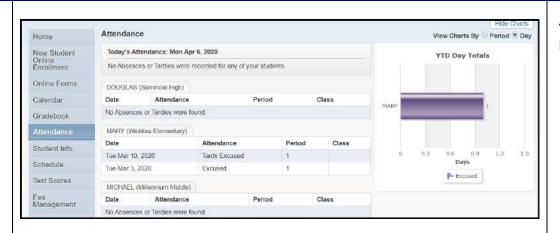


View category breakdown.

View each assignment.

Clicking on the term grade will provide full details of the grade book.

Categories not being used will be distributed to categories that are being used.



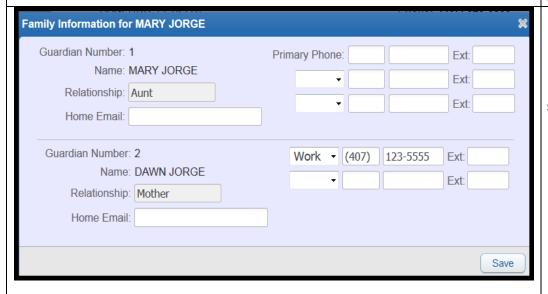
View attendance information.



To update student information:

- Request Changes for Select Student Info
 Family Address
 Family Information
 Emergency Info
 Add Emergency Contact
 View Health Info
 View History
 View Unread Denials
- *Any address must be approved by the school.

Parents are required to provide proof of residency for the address to be updated.



Family Information

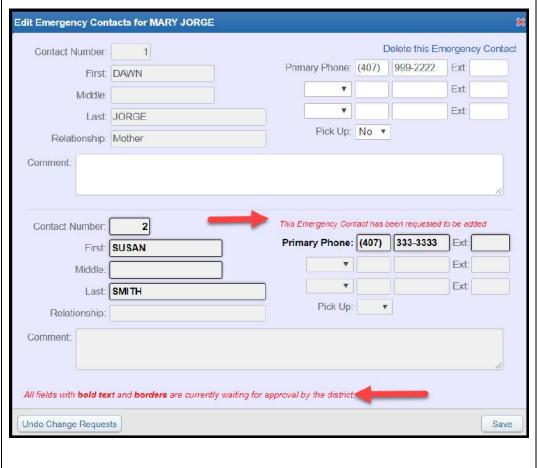
Updates are made to all students.



Emergency Contacts

This area is student specific.

View or Delete numbers and contacts.



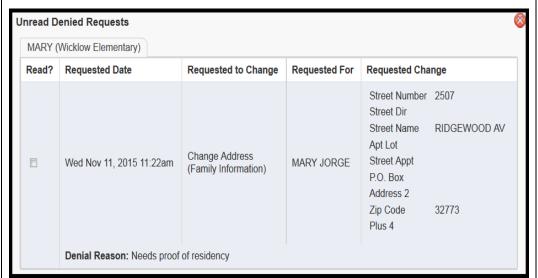
Add Emergency Contact

- 3 Contacts per student
- Updating contact is student specific.

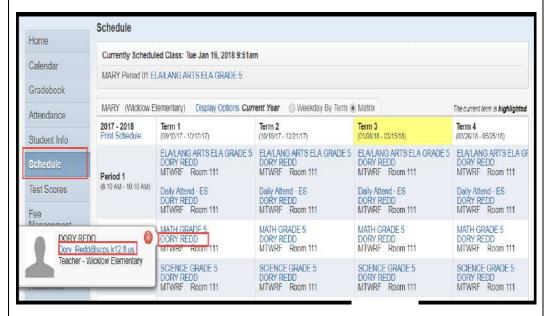
Needs to be approved by the district.

Change Request History MARY (Wicklow Elementary) **Requested Date Status** Requested Change Requested to Change Requested For Contact Number 2 First Name MATT Add Contact Wed Nov 11, 2015 11:04am Approved MATT JORGE Middle Name (Emergency Contacts) Last Name **JORGE** Primary Phone 407444444 Delete Contact Wed Nov 11, 2015 11:03am **NESTOR JORGE** Yes Approved (Emergency Contacts)

View History of changes



View unread denials.



Schedule

Email Teacher:

Click on Teacher name Click on email address



Compose email

Delivered to teachers email account.

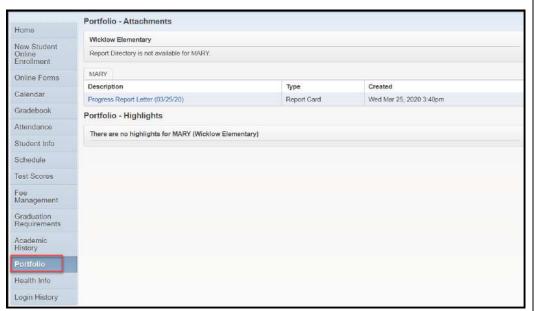


Test Scores – view all test scores

Fee Management – mostly used by high schools if the student has any type of fee due to the school.

Graduation Requirements – view how many credits/courses the student needs to graduate.

Academic History – view prior years classes.



Portfolio – view students report cards or IEP.

Health Info – view immunizations on file.

Login History – view amount of login/area viewed.

