

# ASD Guardian Summaries

## Frequently Asked Questions

- ★ [What are guardian summaries?](#)
- ★ [Why should I enroll in them?](#)
- ★ [Do guardians need a Google account?](#)
- ★ [What do guardian summaries look like?](#)
- ★ [What information will be in guardian summaries?](#)
- ★ [What are the setting options?](#)
- ★ [Can guardians log into Google Classroom?](#)
- ★ [Do I need a Gmail address or a Google account?](#)
- ★ [When do guardians get summaries?](#)
- ★ [How do I change the email account I receive the notifications?](#)
- ★ [Why didn't I receive an email about Guardian Summaries?](#)
- ★ [How do we log on to Summaries?](#)
- ★ [Where is my invite to guardian summaries?](#)
- ★ [How is Google Classroom different from Skyward?](#)

### What are guardian summaries?

A teacher or school administrator can invite a guardian to receive email summaries about their student's work done in Google Classroom. The guardian can then decide to receive weekly or daily summaries of the activity for that student in all of their Google Classrooms.

### Why should I enroll in them?

Guardian summaries will be one email at your chosen interval (daily or weekly) that will summarize activity in all of your students' Google Classrooms.

### Do guardians need a Google account?

You can get email summaries sent to any email address. However, to view or update email summary settings, you need a Google Account. With a Google Account, you can change the frequency of your emails, update your time zone, see the students connected to your account, and unsubscribe from email summaries. For details, go to [Create a Google Account](#).

### What do guardian summaries look like?

Here is an [example of a guardian summary](#).

### What information will be in guardian summaries?

Guardian summaries will include the following information...

- Missing work—Work not turned in when the summary was sent.

- Upcoming work—Work that's due today and tomorrow (for daily emails) or that's due in the upcoming week (for weekly emails).
- Class activity—Announcements, assignments, and questions recently posted by teachers.

## What are the setting options?

In your email program, at the bottom of any email summary, click Settings. If you haven't already, sign in to your Google Account. You can change the frequency of to Weekly, Daily (Monday–Friday), or No summaries. You can also change your time zone.

## Can guardians log into Google Classroom?

No. Guardians can't access Google Classroom or their student's assignments due to privacy laws. Guardians can only get email summaries if your student's teacher allows it.

## Do I need a Gmail address or a Google account?

No. To get an invitation for email summaries, you can use any email address. When you accept the invitation, you get weekly summaries at that email address. However, with a free Google Account, you can adjust email summaries. For example, you can change their frequency.

## When do guardians get summaries?

Guardians can get emails daily or weekly and can unsubscribe at any time.

Guardians won't get an email summary if:

- There's no activity to report for the given time period.
- All their student's teachers turned off notifications for their classes.
- They accepted the invitation but chose not to get any summaries.
- They aren't connected to any student in Google Classroom.

## How do I change the email account I receive the notifications?

To get guardian emails at a different email address:

Update your email address in Skyward and you should receive a new invitation within 24 hours. OR Provide your email address to any one of your student's teachers and ask them to invite you. Only one teacher needs to send you the invite and it will update your address for all of your student's classes.

1. When you receive the invitation, make sure you are signed into the new email account.
2. Confirm that you're signed out of all other email accounts.
3. In your new email account, open the invitation and click Accept.

## Why didn't I receive an email about Guardian Summaries?

If you did not receive an email, please go into Skyward and verify your information so we have your correct email on file. If the email is correct, please check your spam folder. Otherwise, contact any one of your student's teachers, provide the proper guardian email, and ask them to send another invitation. Only one teacher needs to send you the invite and it will update your address for all of your student's classes.

## How do we log on to Summaries?

You do not need to log on to summaries. Once you accept the invitation you will automatically receive emails once a day or week based on the setting you selected. If you would like to change your settings click the 'settings' button at the bottom of one of the summaries you received.

## Where is my invite to guardian summaries?

Invites were sent through email to parents on or before September 8th. Check your email's junk/SPAM folder to make sure these emails did not go there. If they are not there, please contact any one of your student's teachers, provide the proper guardian email, and ask them to send another invitation. You have 120 days to accept an invitation before it expires.

More Frequently Asked Questions about guardian summaries can be found [here](#).

## How is Google Classroom different from Skyward?

### Skyward

Skyward is an information platform. It is primarily used by parents to convey information to the district, like the family's contact information, and receive information from the district, such as grades and attendance. Skyward, while an important tool for communicating information, is not an instructional platform.

### Google Classroom

Google Classroom is an instructional platform. It is the primary way that teachers will facilitate virtual instruction. Only students can log into Google Classroom. This is not open to parents. Knowing that many parents will want to get a peek at what is occurring in the Google Classrooms, the District has set up Guardian Summaries. Each parent will receive an invitation to subscribe to a daily or weekly summary. It is completely up to the parent as to whether they choose to accept the invitation. If they do accept, depending on the frequency they request, they will receive a summary of the instruction taking place in the student's Google Classrooms. This summary will share assignments and upcoming activities. It will not report grades, as those will still be housed in Skyward.