

SAYRE AREA SCHOOL DISTRICT TECHNOLOGY TIPS

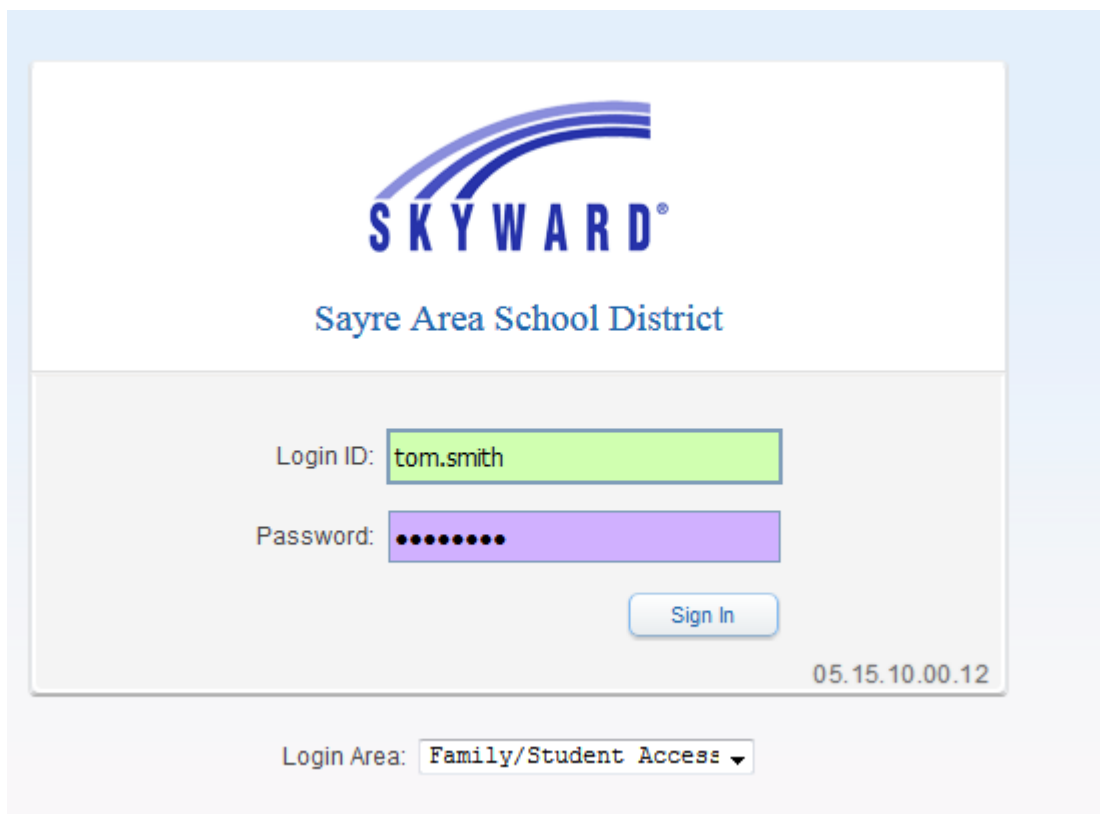
CHANGING YOUR PASSWORD FOR SKYWARD STUDENT OR FAMILY ACCESS

Purpose

To change your Password for Skyward Student or Family Access.

Change Password

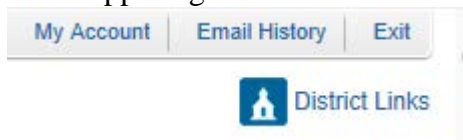
First you will need to log on to Skyward Student / Family Access (see example below):



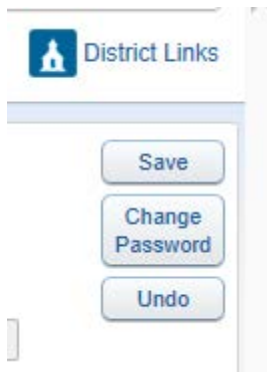
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Login Area: Family/Student Access ▼

In the upper right hand corner of the screen is the My Account button – click on this



Click on Change Password:

A screenshot of a "Change Password" dialog box. The dialog has a blue header with the title "Change Password" and a close button (X). Below the header, there are three input fields, each with an asterisk (*) indicating it is a required field. The first field is labeled "* Current Password:" and contains seven dots. The second field is labeled "* New Password:" and contains five dots. The third field is labeled "* Retype New Password:" and contains five dots. Below the input fields, there is a note: "(*) Indicates a required field." At the bottom right of the dialog, there is a "Save" button.

Enter your new password
Retype your new password

Enter your current password

Click on Save

The following message will appear – you have changed your password!

Password successfully changed.