

SAYRE AREA SCHOOL DISTRICT TECHNOLOGY TIPS

SKYLERT – BASICS OF HOW SKYLERT WORKS

Purpose

Skylert is the Skyward phone calling component that calls students, parents, and staff for such things as:

- Emergency phone calls for school closings due to inclement weather
- Information phone calls for such things as school parent teacher conferences
- And much more

How it works

Who does it call?

Skylert will contact the primary guardian for the student and your secondary guardian.

How many phone numbers will it call?

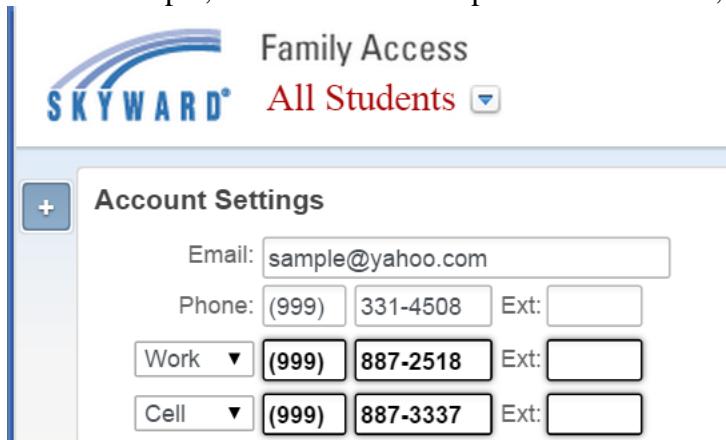
Skylert will contact up to 3 phone numbers for the primary guardian.

Skylert will contact up to 3 phone numbers for the secondary guardian.

Skylert will contact up to 3 phone numbers for each student.

Sample of phone numbers for the primary Guardian:

In this example, it will call the First phone number first, then the work, then the cell.



The screenshot shows the 'Family Access' interface for 'All Students'. Under the 'Account Settings' section, there are three rows of phone number input fields. The first row is for the primary guardian, with an email field containing 'sample@yahoo.com' and a phone field containing '(999) 331-4508' and an empty 'Ext:' field. The second row is for 'Work' phone numbers, with a dropdown menu set to 'Work', a phone field containing '(999) 887-2518', and an empty 'Ext:' field. The third row is for 'Cell' phone numbers, with a dropdown menu set to 'Cell', a phone field containing '(999) 887-3337', and an empty 'Ext:' field.

Repeating Phone Calls:

When you receive the phone call, make sure you listen to the introduction sentence completely.

Please note:

If you do not let the introduction sentence complete, it will contact you up to 4 times until you listen to the introduction sentence.

Answering Machines / Smart Phones:

Skylert will place a message on your answering machine / voice mail.

Please note:

If your voice mail requires a person to press a key (example 1) on their phone to record a voice mail, then Skylert will not be able to place a message.