

SAYRE AREA SCHOOL DISTRICT TECHNOLOGY TIPS

SKYWARD FAMILY ACCESS BASICS

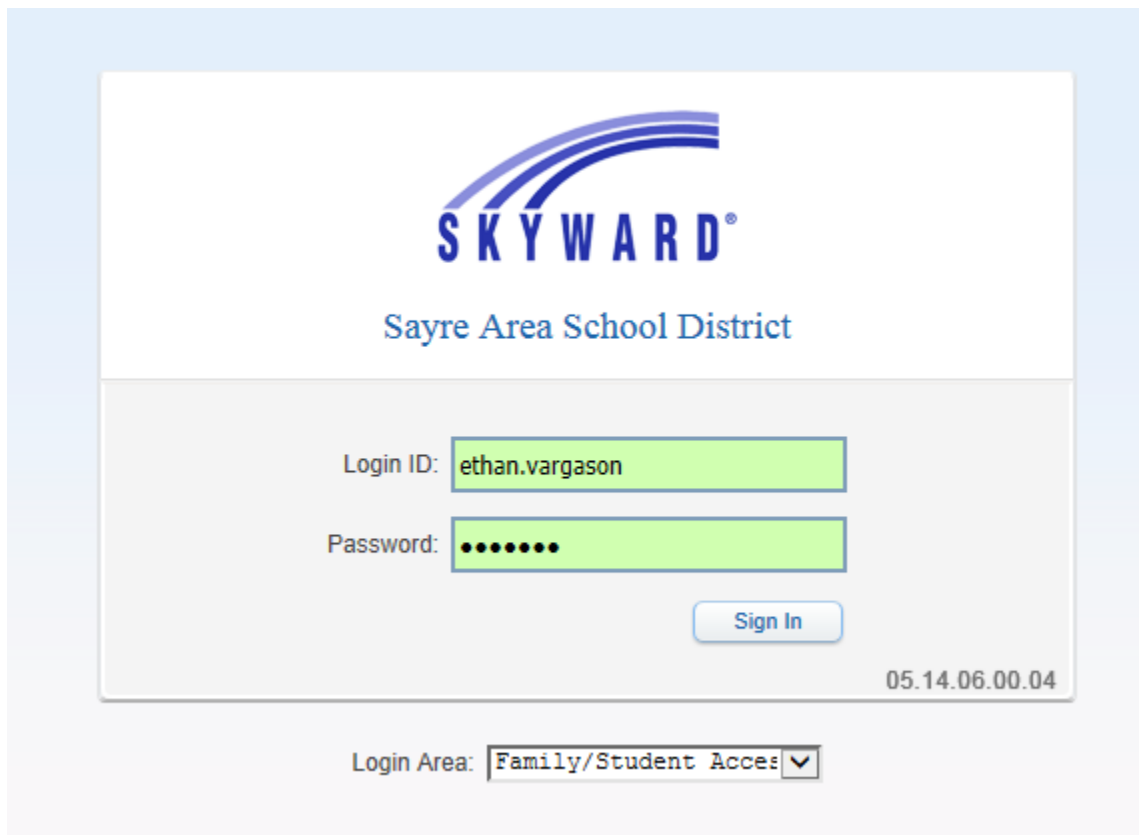
Purpose

To go over the basics for the SASD Skyward Family Access.

Using this product, you can access your student's grades, food service balance, attendance, and much more.

Log In

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



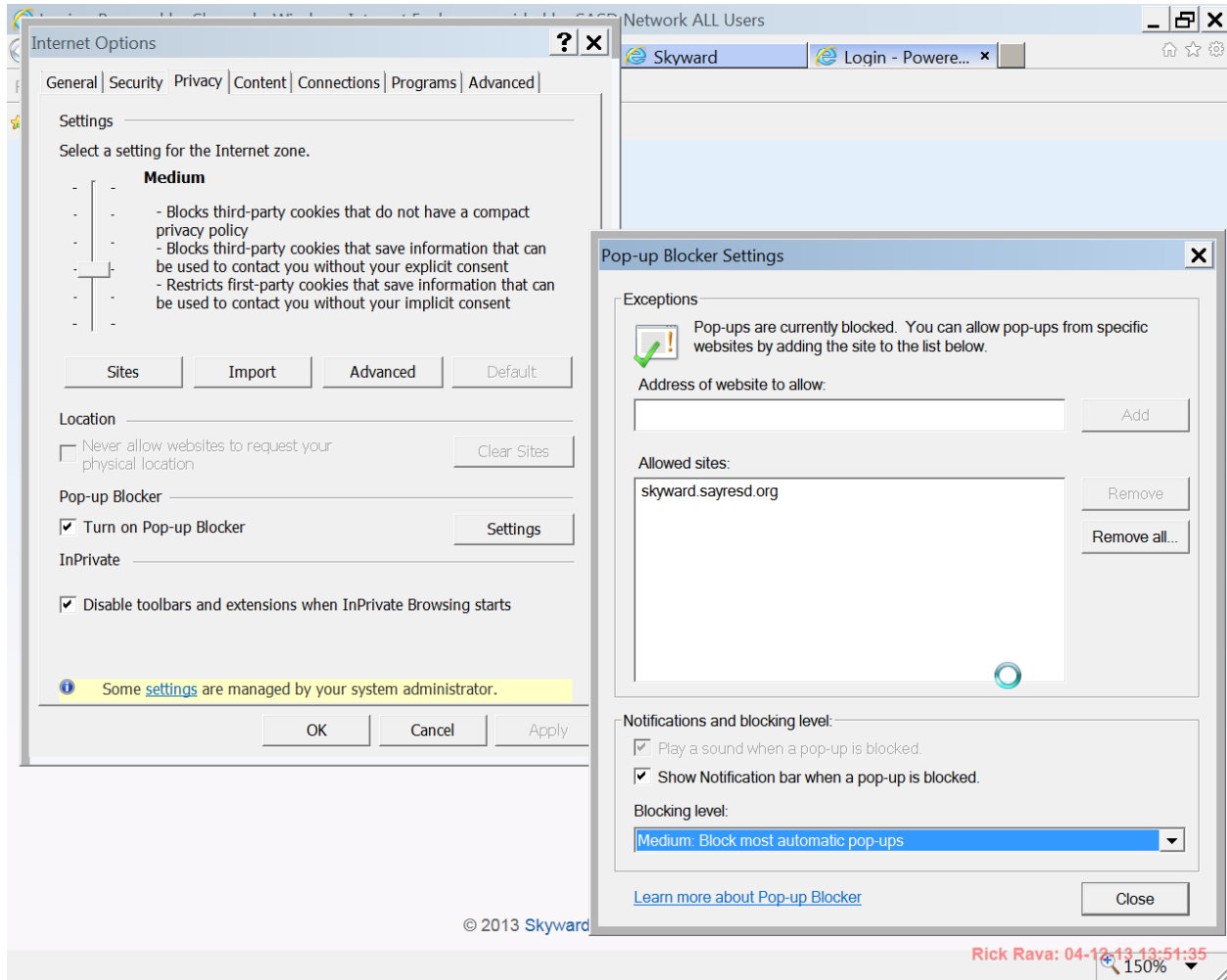
The screenshot shows the Skyward Family Access login interface. At the top, there is a logo consisting of three blue curved lines above the word "SKYWARD" in blue capital letters. Below the logo, it says "Sayre Area School District". The login area contains two input fields: "Login ID:" with the text "ethan.vargason" and "Password:" with seven black dots. A "Sign In" button is located below the password field. In the bottom right corner of the login area, the version number "05.14.06.00.04" is displayed. Below the login area, there is a "Login Area:" label followed by a dropdown menu showing "Family/Student Acces" with a downward arrow.

Pop Up Blocker – Turn Off for the Sayre Skyward website

Please note if you have difficulty logging in, please make sure that you have the Pop Up blocker turned off on your web browser (see below for an example of turning off Pop Up blocker for the Sayre Skyward web site using Internet Explorer).

Please note that each web browser has different methods for allowing pops.

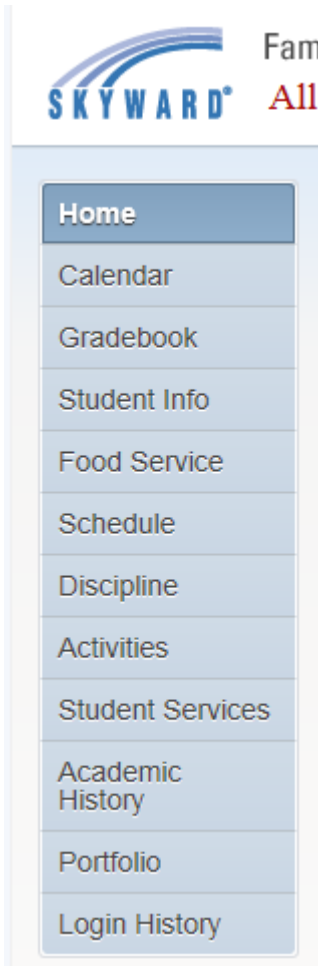
skyward.sayresd.org is added as an allowed web site to use pop ups.



Basic Navigation

Once you log in to Skyward Family Access, you will be presented with a lot of different choices on the left hand side of your screen.

These are your navigation choices:



To navigate is quite simple, just click on the desired link (ex. Calendar)

Sun	Mon	Tue	Wed	Thu	Fri	Sat
27 Field Trip: SH Ba/Ch - NYC	28	29	30	1	2	3
4	5 10:28a Field Trip: SH Ba	6 8:15a Field Trip: Chem C	7	8	9	10
11 6a Field Trip: Senior Trip	12	13	14	15	16	17
18	19	20	21 8:15a Field Trip: 7th Boy	22	23	24
25	26	27	28	29	30	31

Calendar

Calendar is a nice view to see what is scheduled for your student. Please note that not all teachers post their items on this calendar but for those that do, you can quickly see what is scheduled.

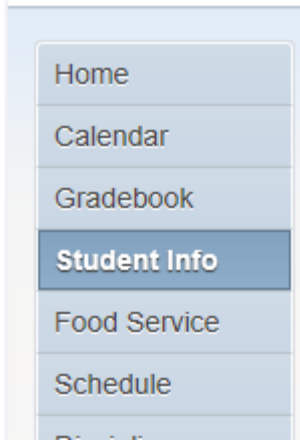
Sun	Mon	Tue	Wed	Thu	Fri	Sat
27	28	29	30	1	2	3
Field Trip: SH Ba/Ch - NYC						
4	5	6	7	8	9	10
	10:28a Field Trip: SH Ba	8:15a Field Trip: Chem C				
11	12	13	14	15	16	17
6a Field Trip: Senior Trip						
18	19	20	21	22	23	24
			8:15a Field Trip: 7th Boy			
25	26	27	28	29	30	31

Once you select the calendar view, you can see any items that pertain to your student.

Student Information

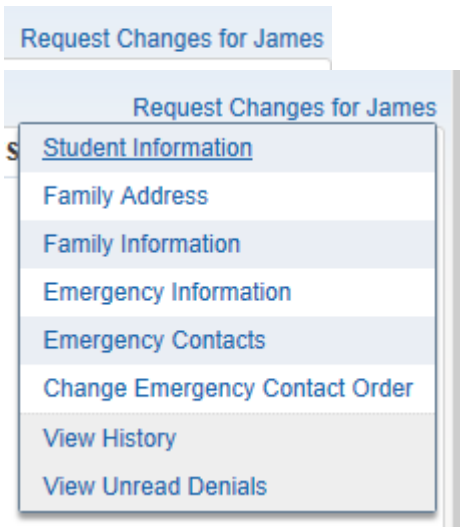
The student information link has such things as contact phone numbers, address, etc.

To request a change to your child's information, just do the following:



Click on the link to Request Change(s) to my Child's Information

Then you will have options of requesting changes to Student, Family Address, or Family Information. Click on Request Changes for your child.



Click on the desired item and make the desired changes

The following example shows how to change your primary phone number
Select change Family Information

Click on Save

Gradebook

The gradebook view is used to quickly review any of your student's current grades.

The first item to note is that grades are real time. That is, if a teacher enters a grade today at 11:01 AM and you check your student's gradebook at 11:02 AM, you will see the latest grades.

Here is a sample gradebook:

Gradebook											
Progress Report		Missing Assignments		Teacher's Log		Comments					
Classes for: Marking Period 1 (08/30/11-11/04/11) Prev Next											
View All Classes Click on the underlined grade to see the assignments that make up that grade.											
Period	Class	Description	Term	Teacher	ATH	PR1	Q1	PR2	Q2	S1	FIN
0	999/11	Test Teach	YR	Cole							
1	024/01	PSSA 7	Q1	Jennings	91	88	91				91
2	002/01	English 7A	YR	Jennings	92	91	92			92	
4	301/02	Geog A	YR	Johnston	91	90	91			91	
4A	990/01	Lunch A	YR								
5	700/01	PhysEd 7/8	YR	Streit	100		100			100	
5	705/02	Health 7	YR	Ault	67	92	67			67	
6	125/01	Course 3-7	YR	Sikora	92	92	92			92	
7	200/02	Science 7G	YR	Krall	92	91	92			92	
8	021/03	Reading	YR	Botterbusch	90	98	90			90	
9	909/13	AcadEnhan	YR	Jennings							

Rick Rava 10-14-11 10:08:39

Food Service

The Food Service view is used to quickly review any of your student's Food Service purchases and the current balance.

Food Service

Current Account Balance	Today's Lunch Menu	Lunch Calendar
Caden: \$0.00 Lunch Type: Normal Dylan: \$1.85 Lunch Type: Normal Garrett: \$3.50 Lunch Type: Normal	No lunch menu details are available for the current date.	

Caden (Snyder Elementary) [View Totals](#)

There are no payment records for this student.

Dylan (Sayre Junior/Senior HS)

There are no payment records for this student.

Garrett (Sayre Junior/Senior HS)

There are no payment records for this student.

If you want more details it will be on the right hand side of the food service tab.

Schedule

The Schedule view is used to quickly see your student's course schedule.

Here is a sample:

Period	Class	Description	Term	Time	Days	Teacher	Room	Credits
0	<u>999/11</u>	Test Teach	YR		12	Cole	129	0.000
1	<u>024/01</u>	PSSA 7	Q1	08:10am-08:52am	12	Jennings	16	0.000
2	<u>002/01</u>	English 7A	YR	08:56am-09:38am	12	Jennings	16	0.000
3	<u>900/19</u>	Study Hall	YR	09:42am-10:24am	12	Davis	CAFE	0.000
4	<u>301/02</u>	Geog A	YR	10:28am-11:10am	12	Johnston	14	0.000
4A	<u>990/01</u>	Lunch A	YR	11:10am-11:40am	12		CAFE	0.000
5	<u>705/02</u>	Health 7	YR	11:44am-12:26pm	2	Ault	221	0.000
5	<u>700/01</u>	PhysEd 7/8	YR	11:44am-12:26pm	1	Streit	GYM	0.000
6	<u>125/01</u>	Course 3-7	YR	12:30pm-01:12pm	12	Sikora	122	0.000
7	<u>200/02</u>	Science 7G	YR	01:16pm-01:58pm	12	Krall	15	0.000
8	<u>021/03</u>	Reading	YR	02:02pm-02:44pm	12	Botterbusch	17	0.000
9	<u>909/13</u>	AcadEnhan	YR	02:48pm-03:22pm	12	Jennings	16	0.000

Log Out

When finished using the SASD Skyward Family Access, make sure that you Exit.

