Skyward Family Access
Online Parent Tutorial

Skyward is the online grading program used by teachers in the Canyons School District. All students and parents can view student information, look at grades and assignment scores, check attendance and other useful features using this program. Skyward can be accessed from any computer with an Internet connection by using the parent or student login and password.
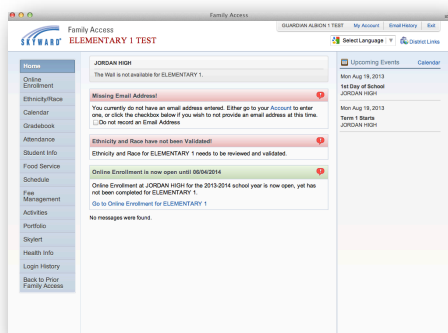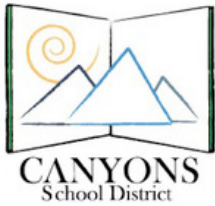
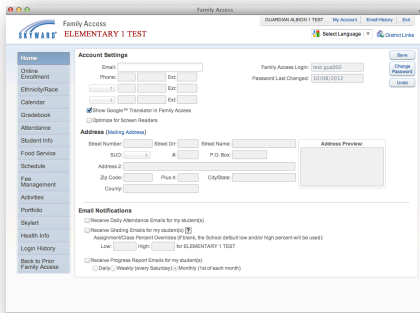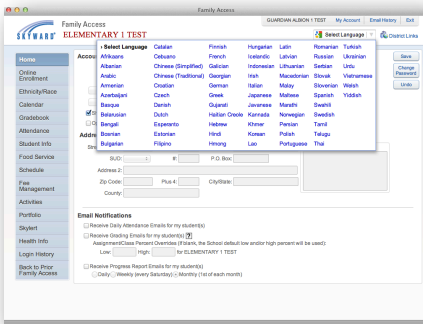| Skyward View:	Instructions:
	1. Go to http://www.canyonsdistrict.org. 2. In the upper right of the window, click on the Skyward link. 3. Choose **Family Access** on the left side of the new window. 4. Use your guardian or student username and password to log in to Skyward Family Access. Note that parents and guardians should log in with a guardian account for full access related to online enrollment and other guardian specific information. However, Skyward web quizzes for students can only be accessed using a student account. If you do not know your username and password click the Forgot UserName/Password link and follow the instructions. If you still have difficulty, contact your school's attendance office.
	Skyward Home Screen: From the Skyward home screen you will see alerts and messages pertaining to your student and your skyward account. On the right, upcoming events at your student's school can be viewed.

Skyward Family Access
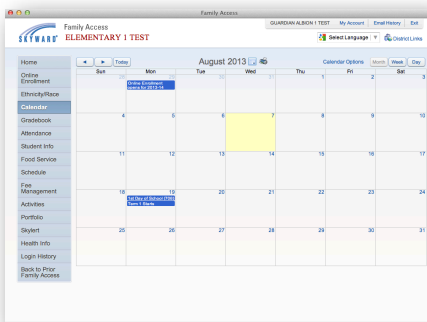Online Parent Tutorial

Account Settings:

In order to change your password, go into My Account. Select the Change Password option on the right hand side.
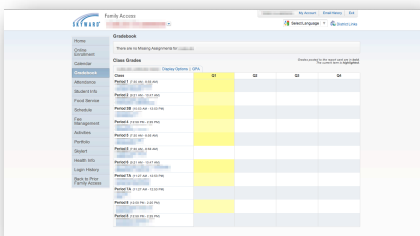

Language Selection:

You may change the language for your account using the select language drop down menu.

Calendar:

The calendar tab leads you to the school's calendar of events including beginning and ending of terms, no school days, etc.
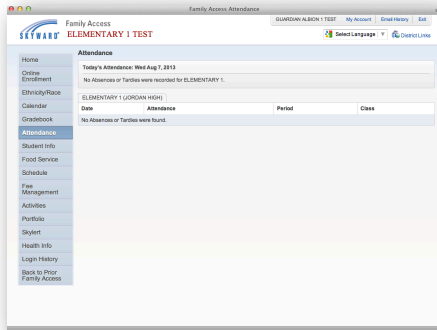
Gradebook:

To access your student's grades select the gradebook tab. Once in the gradebook, you will see all of the classes your child has and the letter grades in each class. Set grades that have been posted to the report card are bolded. The current term grades are highlighted.

You can see detailed information about each class period including class time, grade information, etc. You can also get teachers names, email, and contact information by clicking on the teacher name.
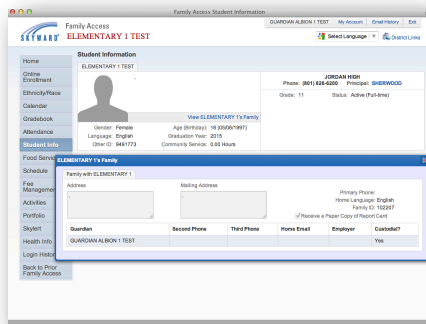
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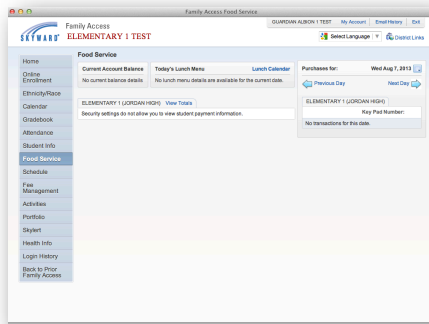Online Parent Tutorial

Attendance:
The attendance tab brings you directly to that day's attendance. You can view if your student was tardy or absent and in which period and class it occurred.
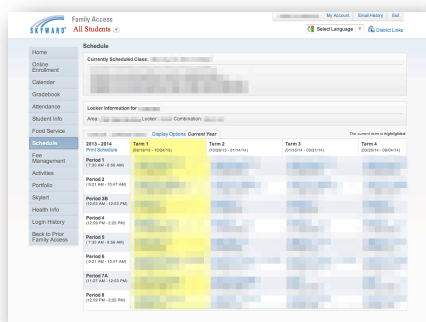

Student Info:
The student information tab is a place for you to review all information the school has for your student. You can view the parent information, phone numbers and emails on file. If any of this information needs to be changed that can be done by contacting the attendance office.

Food Service:
Through the food service tab you can see your students lunch balance and recent lunch purchases. You can also see today's lunch menu and the monthly lunch calendar.
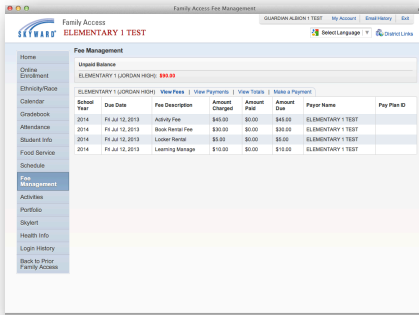

Schedule:
You can view the year's schedule for all terms. The current term will be highlighted. Like with the gradebook, if you click on a class name you get detailed class information and if you select the teacher you can view the teacher contact information.
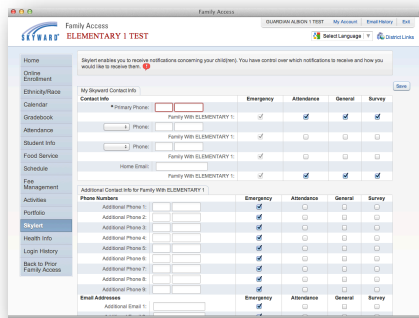
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Fee Management:
Viewing the fee management tab will inform about school fee balances. You can view previous payments made, and even make an online payment from this location.
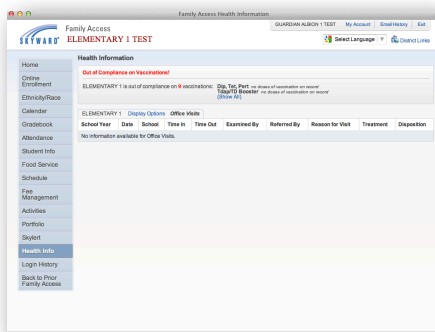
Skylert:
Skylert enables you to receive notifications sent from the school and district regarding upcoming school events or items pertaining to your students. You have control over which notifications you receive and how you would like to receive them.

There are four types of notices you may receive: emergency, attendance, general, and survey. Check the boxes next to your phone numbers, emails, and text message numbers to indicate which types of information you want to receive to that contact method.

Once you make any changes select the save button in the upper right corner. Always **save your changes** before leaving this screen.

Health Info:
You can view your student's health information and change the display option to show medications, vision and hearing screening performed in school, vaccination records etc. If any information regarding vaccinations is out of date there will be alerts in red print.