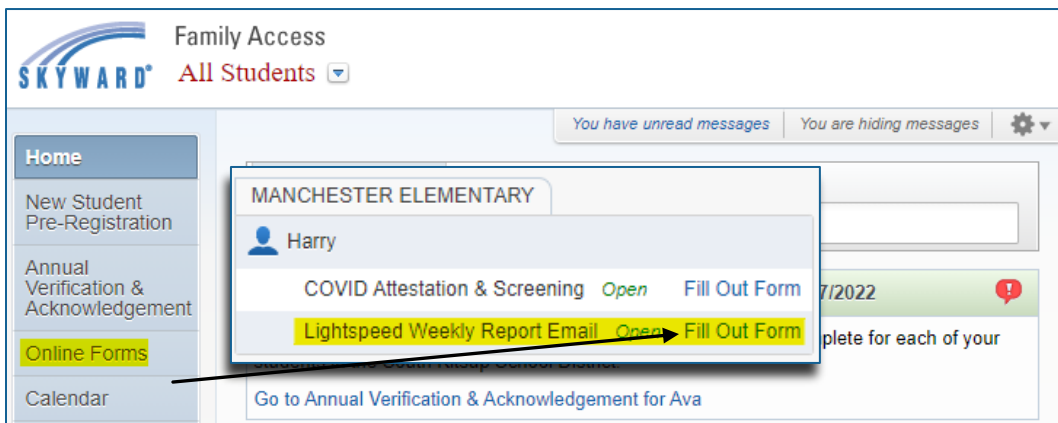## LIGHTSPEED WEEKLY REPORT EMAIL OPT-IN

The Lightspeed Parent Portal empowers parents and guardians to help keep their students safe online by providing details about the websites their students have accessed in the past seven days.

Parents/guardians may opt-in to receive weekly emails that show statistics about their student's website activity- including sites that were allowed and blocked.
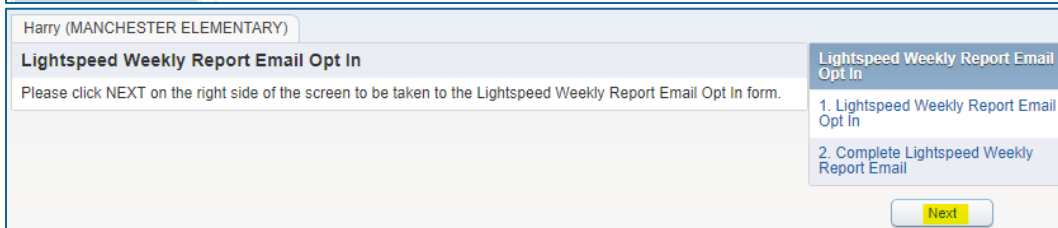
Tip: *Please note that the Lightspeed system will only send email reports to two parent/guardian email addresses within the student's* <u>*primary*</u> *household. This form is not available for parents/guardians in secondary households.*

Start by logging in to Skyward Family Access: http://family.southkitsap.wa-k12.net. If you're using a smartphone, you must login through your web browser. **This form is <u>not</u> accessible through the Skyward Mobile app.**

Click **Online Forms**.

Then, click on **Fill Out Form** next to Lightspeed Weekly Report Email.

Click **Next** on the right side of the screen.

Check the box next to **Receive Weekly Email Reports** for the parent/guardian(s) who want to receive emails.

After making your selections, click the **Complete Step 1 and move to Step 2** button at the bottom of the screen.

Harry (MANCHESTER ELEMENTARY)	Print

Step 2. Complete Lightspeed Weekly Report Email (Required)
By completing Lightspeed Weekly Report Email, you are confirming that the Steps below have been finished.
Are you sure you want to complete Lightspeed Weekly Report Email for Harry?

Review Lightspeed Weekly Report Email Steps

Step 1) Lightspeed Weekly Report Email Opt In   Completed 04/18/2022 2:23pm

Guardian Name: James E. Potter   **Guardian Address:** 8995 SE SEDGWICK RD
                                                              PORT ORCHARD, WA 98366-9706

[**Submit Lightspeed Weekly Report Email**]

Lightspeed Weekly Report Email Opt In
1. Lightspeed Weekly Report Email Opt In
  Completed 04/18/2022 2:23pm
2. Complete Lightspeed Weekly Report Email
[Previous Step] [Next Step]
[Close and Finish Later]

Click on the button **Submit LightSpeed Weekly Report Email** to save your selections.

Harry (MANCHESTER ELEMENTARY)

✓ Lightspeed Weekly Report Email was successfully completed and submitted to the district for Harry on Mon Apr 18, 2022 2:26pm by James Potter.

Go back to review completed steps

Mark Lightspeed Weekly Report Email as not completed and make changes

Congratulations!
Your selections have been saved!