



How do I use Skyward?



# Skyward



How do I use Skyward



Grades



Attendance



Messages



Features

How do I log into Skyward?

**SKYWARD**  
Tooele County School District  
Student Management System

Login ID:

Password:

Sign In

[Forgot your Login/Password?](#)



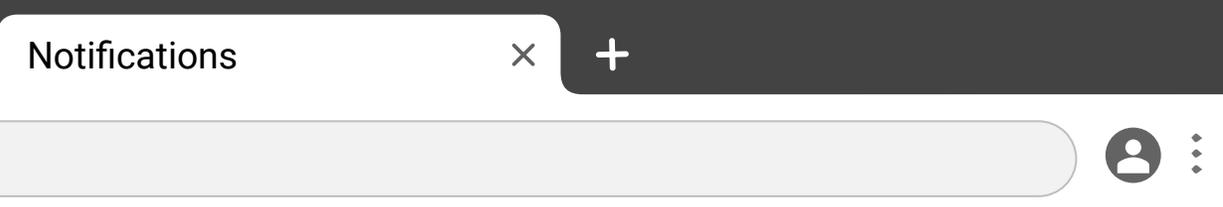
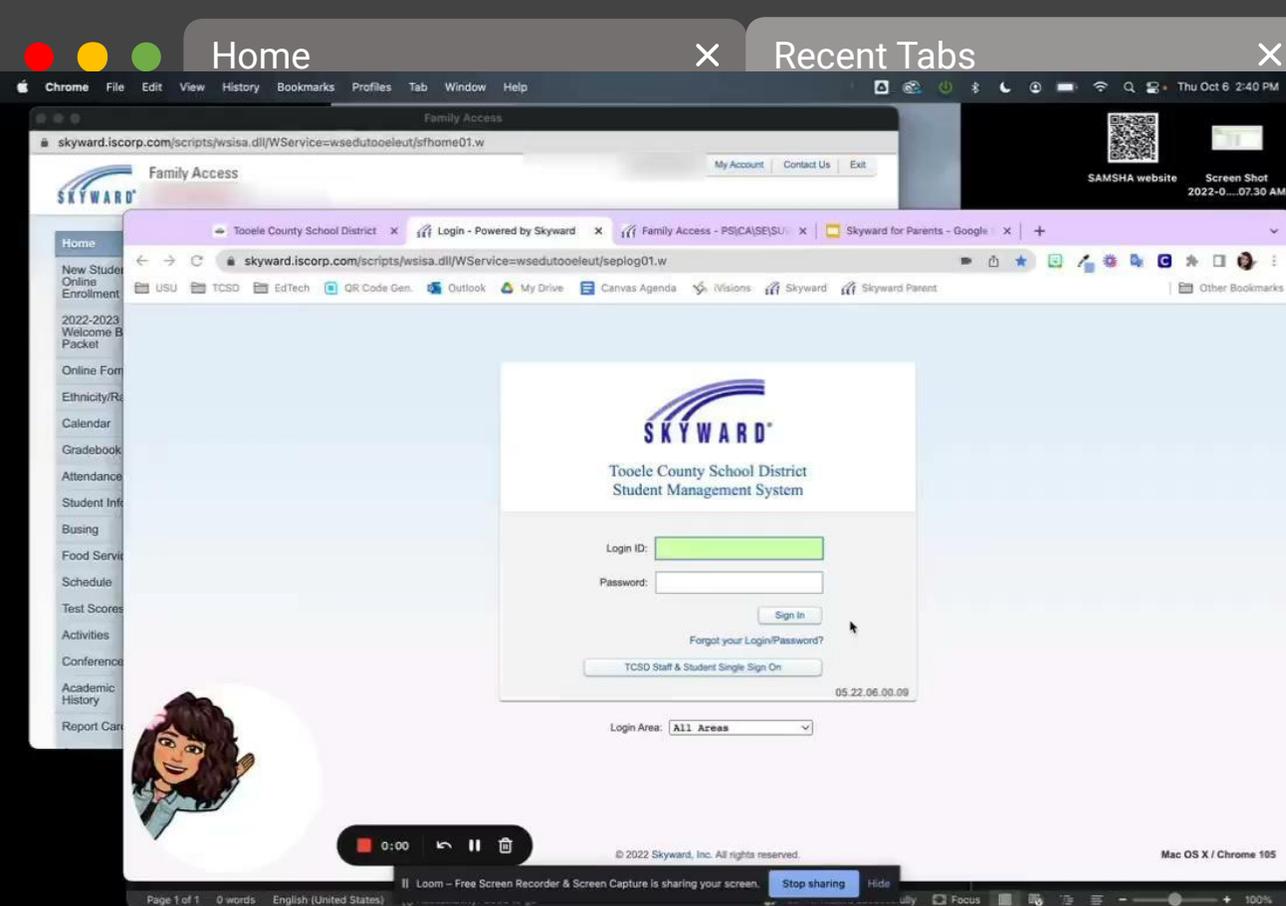
# Logging In

UPDATE for 2023-2024: Click on families in the top blue ribbon, then **SKYWARD FOR PARENTS** in the third column, toward the bottom.

Your login info should have been sent from the district this summer, or given to you when you registered your child for this school year.

- Usually your username is firstname.lastname, but occasionally there are other characters involved
- A default password was sent initially to your personal email which you can change within your account.

If you need assistance logging in, please call the Help Desk: 435-884-7799



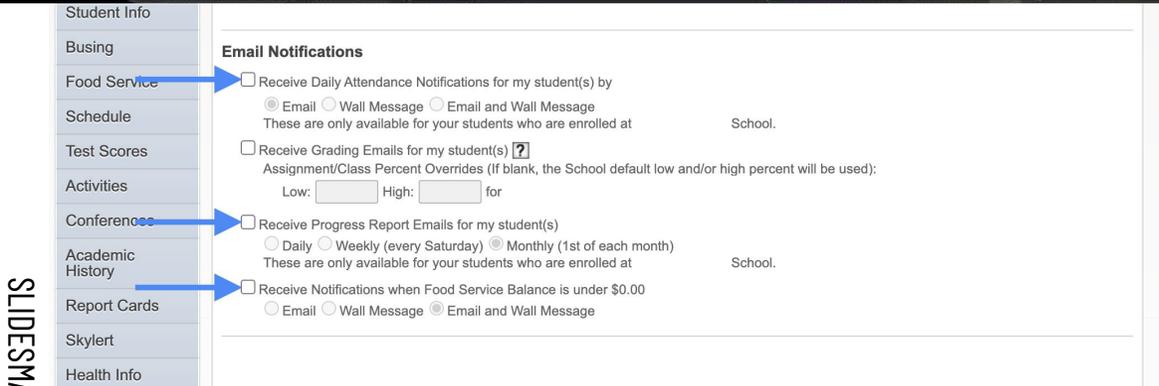
On the top right hand corner click on “My Account”.

In this section you can decide what notifications you want Skyward to send you, how to receive those notifications, and how often to get those!

1. Daily Attendance Notifications can be emailed, posted to your Family Access Wall (online) or both.

2. Progress Report Emails will send as often as you set it. Teachers should be updating grades once per week, so we recommend either Weekly or Monthly.

3. Food Service Notifications let you know when the lunch balance is under \$0. These can be sent as an email, posted to the Family Access Wall, or both.

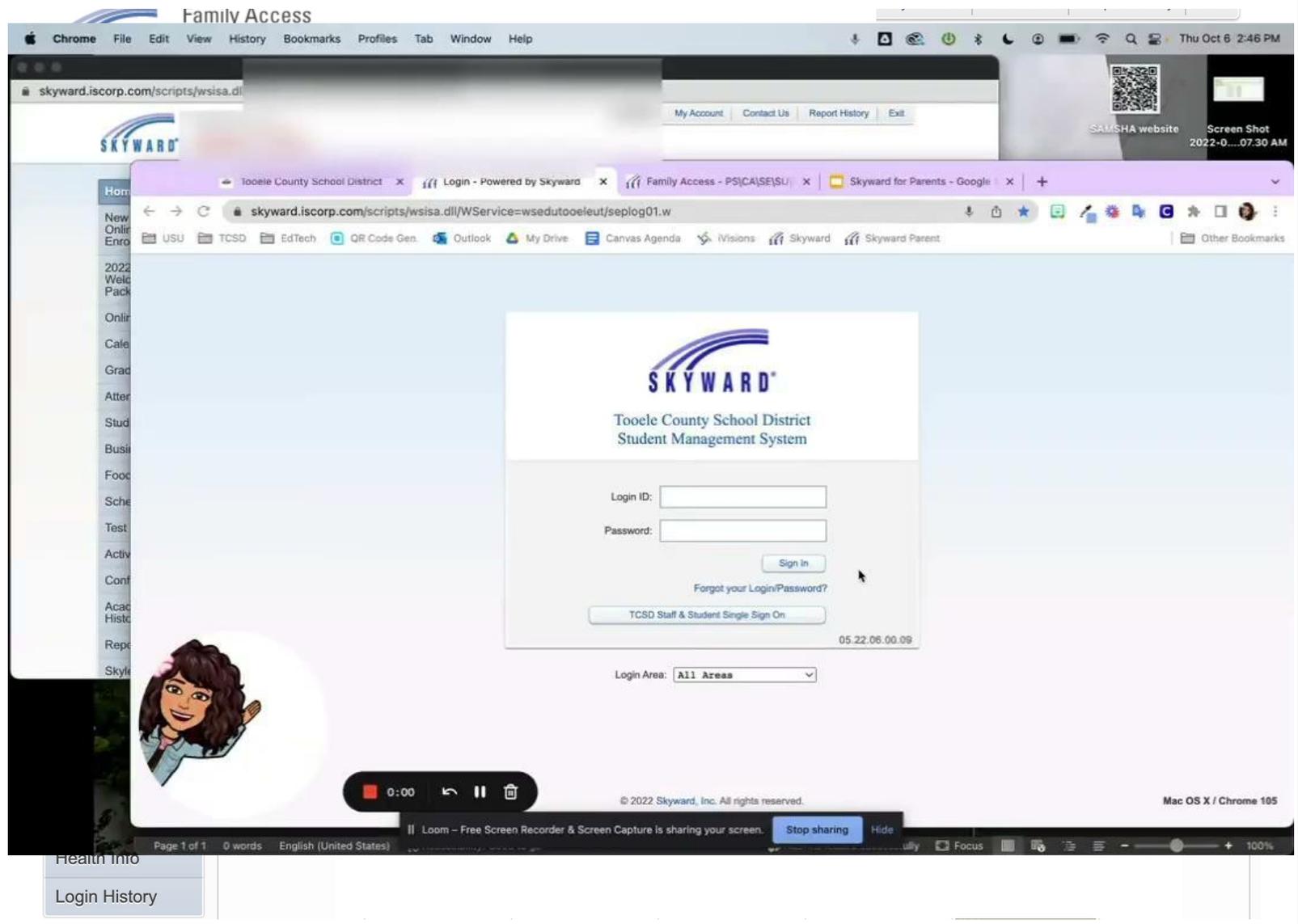


# Using the Calendar in Skyward

Click on Calendar on the left menu.

The Skyward Calendar can show parents:

- Holidays & term dates
  - Shown in blue
- Assignments due on specific dates
  - Shown in Green
- Grades earned on assignments
  - In ( ) behind the assignment title
- Missing assignments
  - Outlined in red
- Absences and tardies
  - Also shown in blue





# Checking Grades

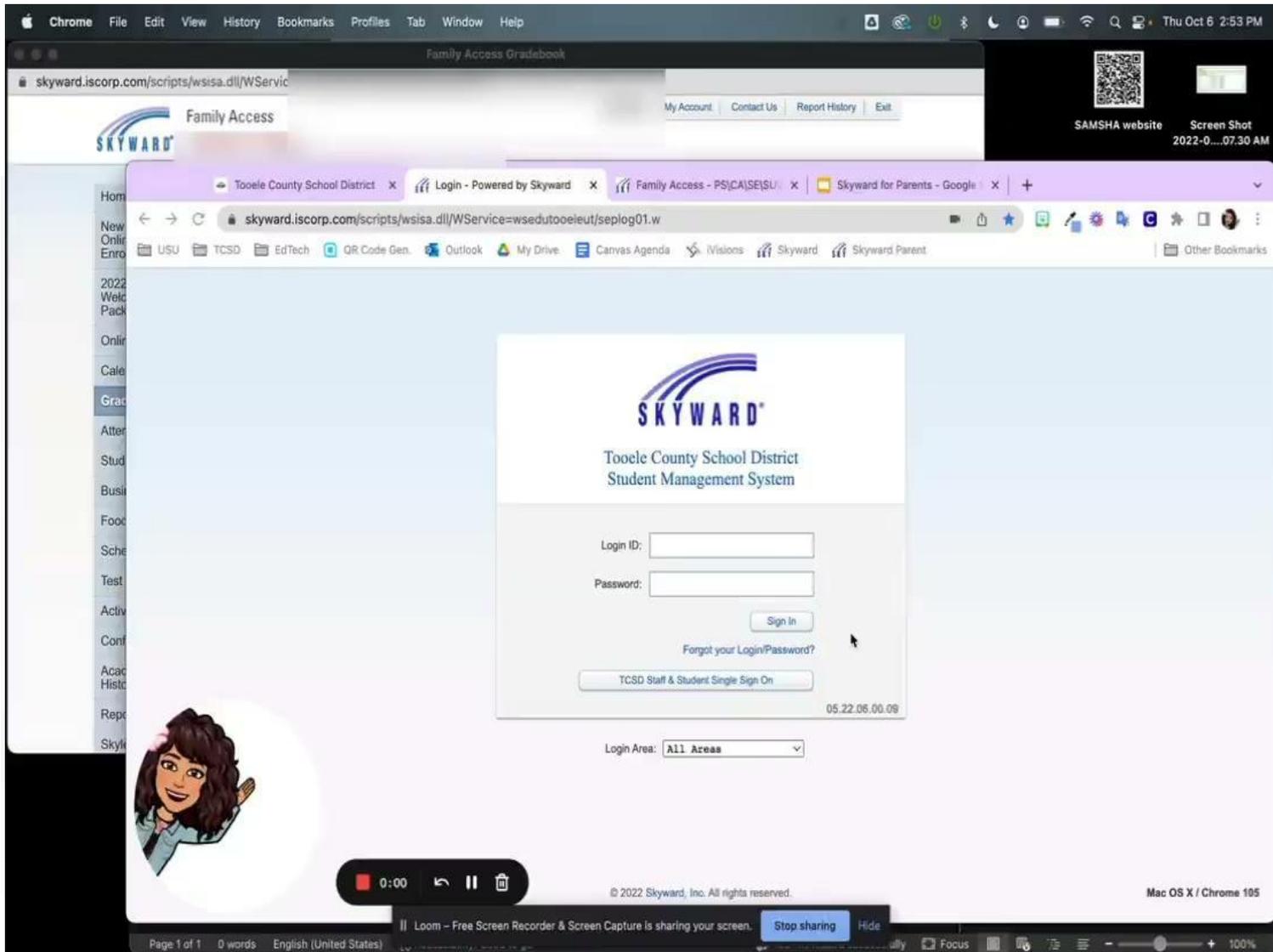
Click on Gradebook on the left menu.

In the Gradebook tab, you can see a summary of your child's grades & citizenship for the in app periods/classes for the current term, or all year, depending on your display options.

Posted grades are shown in **black** font. Grades in progress are shown in **blue**.

Click on one of the **blue** grades to see a detailed view of what assignments and grades create the overall grade.





# Checking Grades

Clicking on any specific grade will bring you to a new screen: Quarter Progress Report in that class.

Here you can see the individual assignments' scores. If you see a small text bubble, that indicates there are comments the teacher has made on an assignment. Click on the bubble to view the comment.

The pie chart at the top shows you how much each assignment category is weighted and how much it impacts the final grade.

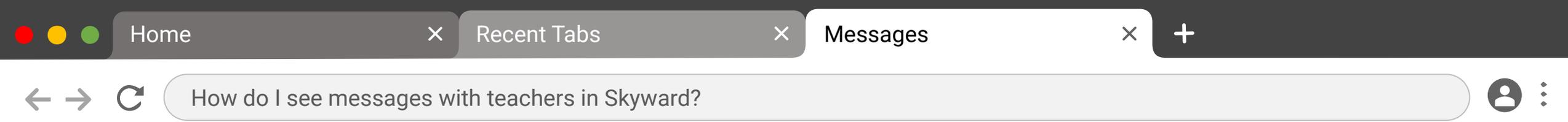
# Checking Attendance

Click on Attendance in the left menu.

In the Attendance tab, you can see details for any recent absences, as well as charts on the right showing current term absence totals, and totals for the whole year.

The screenshot displays the Skyward Family Access login interface. At the top, there are navigation links: 'My Account', 'Contact Us', 'Report History', and 'Exit'. The main content area features the Skyward logo and the text 'Tooele County School District Student Management System'. Below this is a login form with two input fields: 'Login ID:' and 'Password:'. A 'Sign In' button is positioned below the password field. A link for 'Forgot your Login/Password?' is located below the sign-in button. At the bottom of the login form, there is a button for 'TCSD Staff & Student Single Sign On' and a 'Login Area' dropdown menu currently set to 'All Areas'. The page footer includes the copyright notice '© 2022 Skyward, Inc. All rights reserved.' and the system information 'Mac OS X / Chrome 105'. A Loom screen recorder overlay is present at the bottom of the browser window, showing a 0:00 timer and a 'Stop sharing' button.

Login History



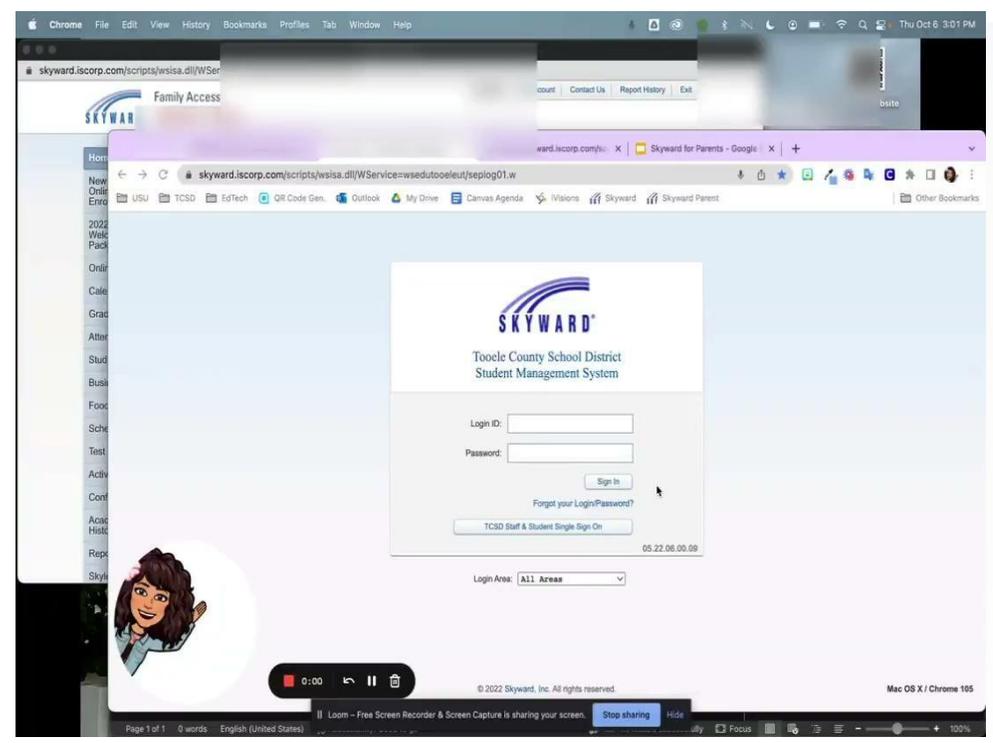
# Messages with Teachers

On the Home page, you can see previews of messages that teachers have sent to you!

To see the whole message click the [Show+] below the message.

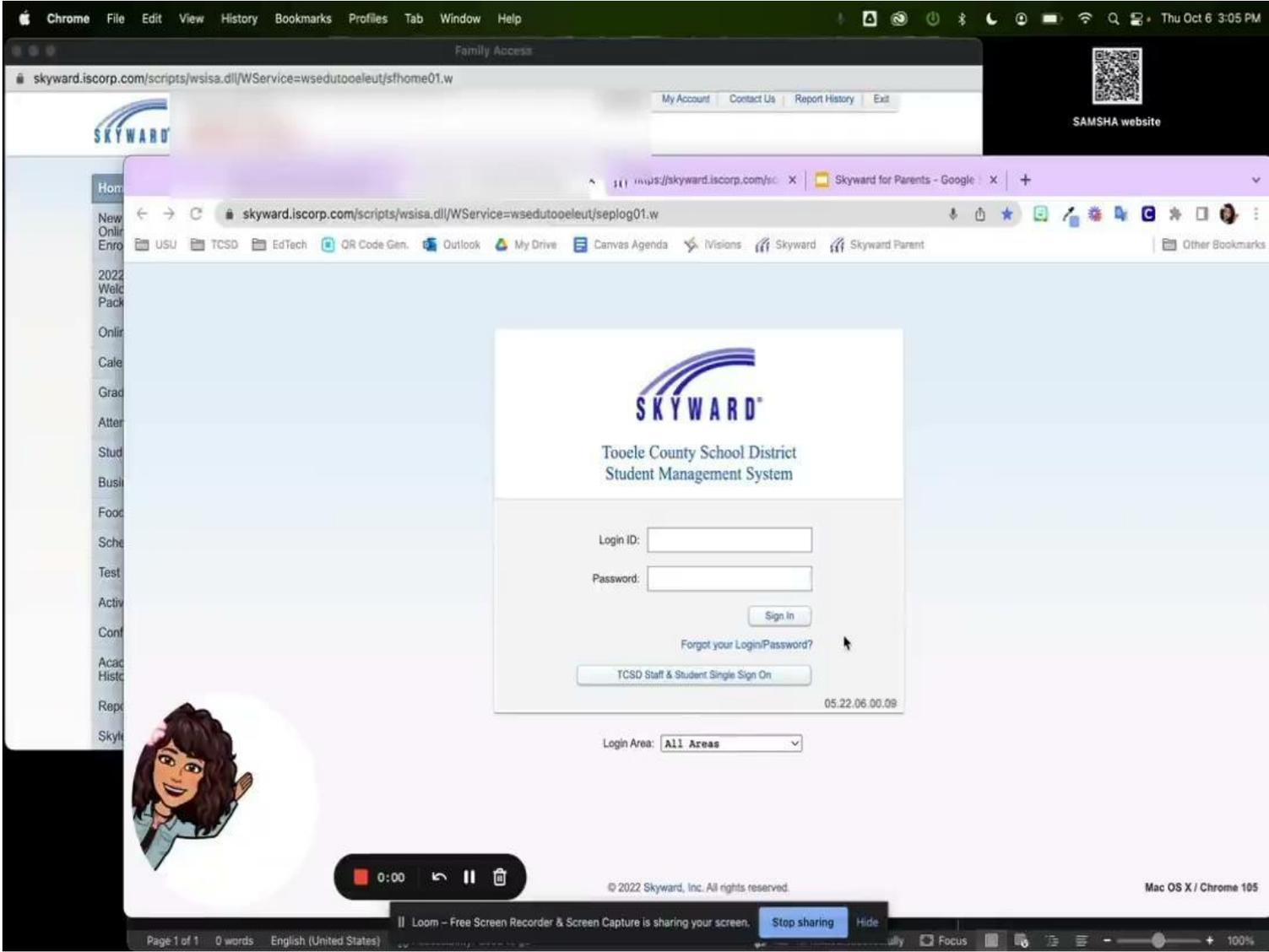
At this time, messages sent here to NOT go to a teacher's email inbox and Skyward does not send notifications of new messages.

We recommend sending emails directly to your child's teacher at this time!



Clicking reply will send a message back to the teacher, but ONLY in Skyward and the teacher may not see your message since Skyward does not yet send notifications of new messages.

Clicking "Post a message" will allow you send a message to one, several, or all your child's teachers, as well as counselor. However, the teacher may not see your message since Skyward does not yet send notifications of new messages.



# Lunch Balances

Click on Food Service on the left menu.

In the Food Service tab, you can see your child's lunch balance, recent payments made to the lunch account, as well as purchases your child may have made at the school. You can set a purchase limit for "a la carte" options (secondary only) and can see your child's lunch number.

Click "Make a Payment" to add money to your child's lunch account.

# The Skyward App



Skyward has an app to makes monitoring your child's educational needs and progress even easier!

Just go to your phone's app store and search for Skyward! Look for the icon shown to the left.

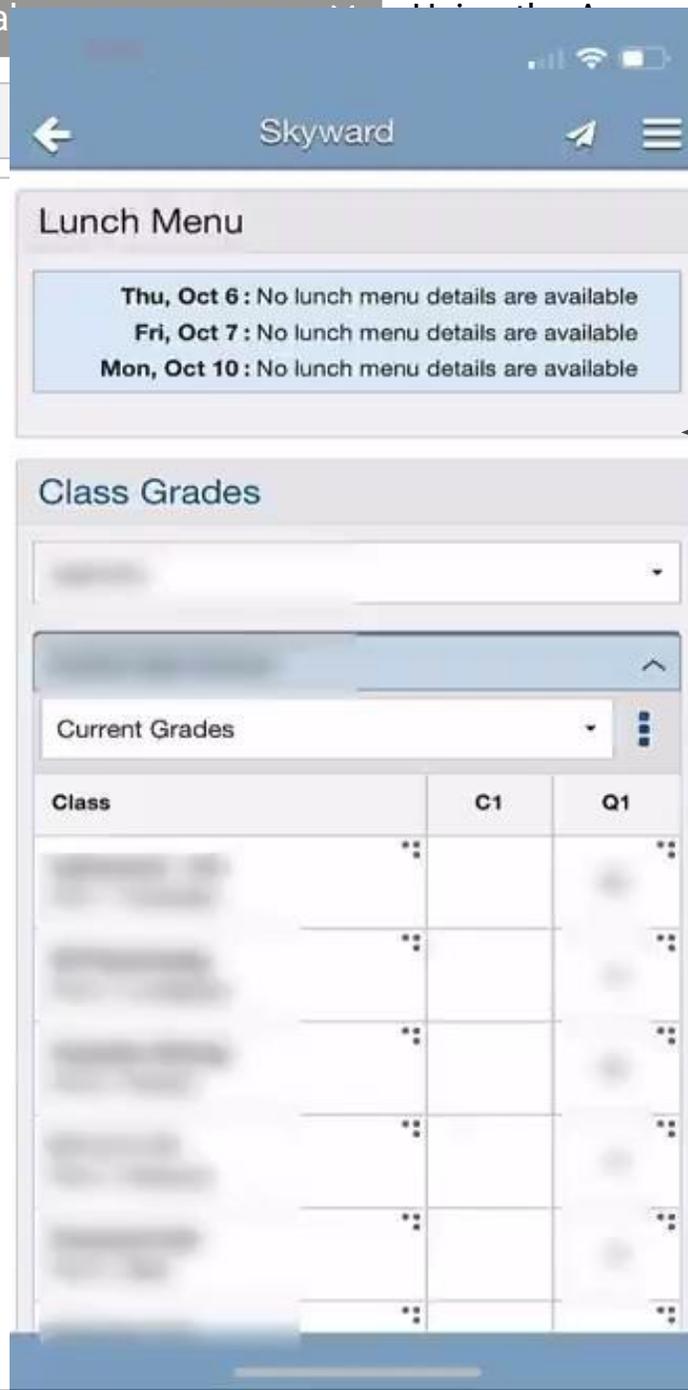
Many features are available and easily managed using the app. Notifications make it super easy to stay up-to-date on your child's progress

Most features are easily accessible.

However, assignment comments and lunch account payments are not available, and the calendar is not nearly as functional on the app.

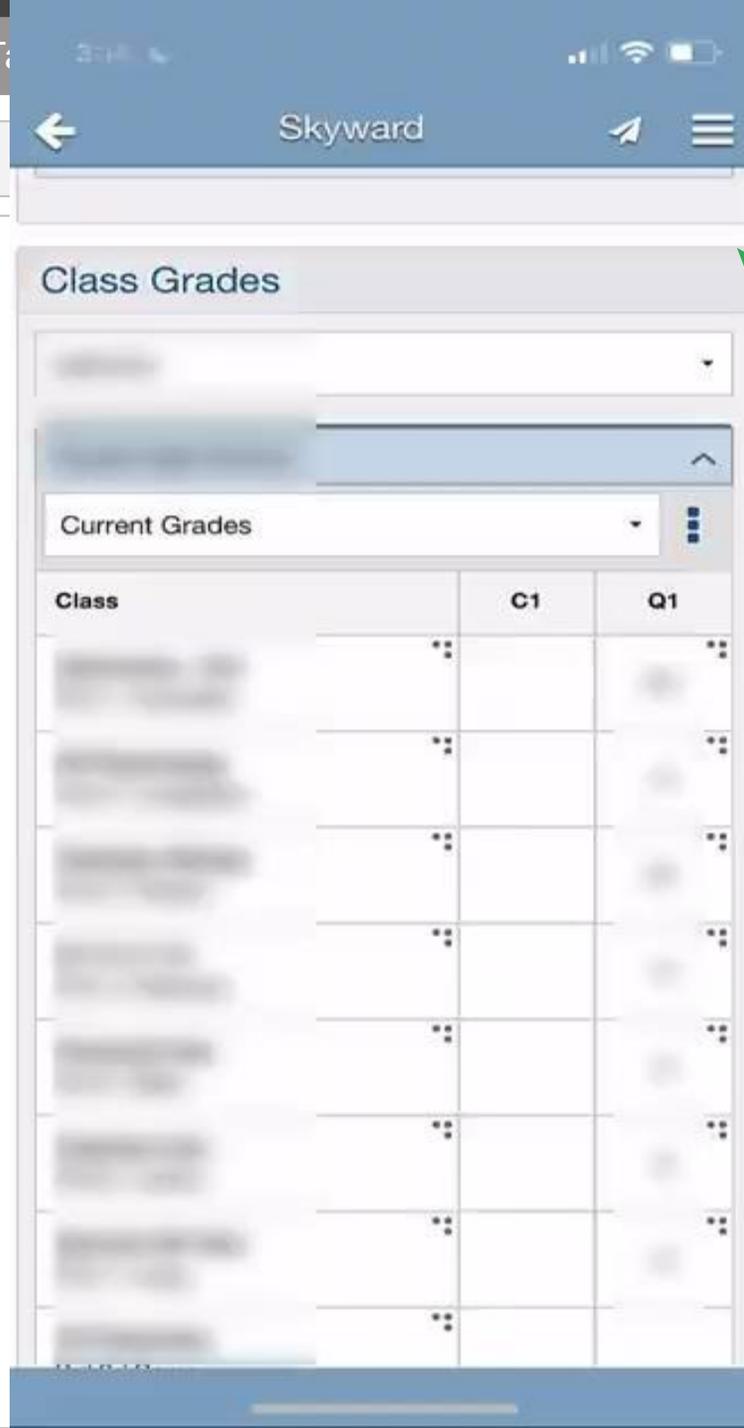
# Using the App

The homepage shows the default widgets "Lunch menu", "Class Grades" and "Message Center".



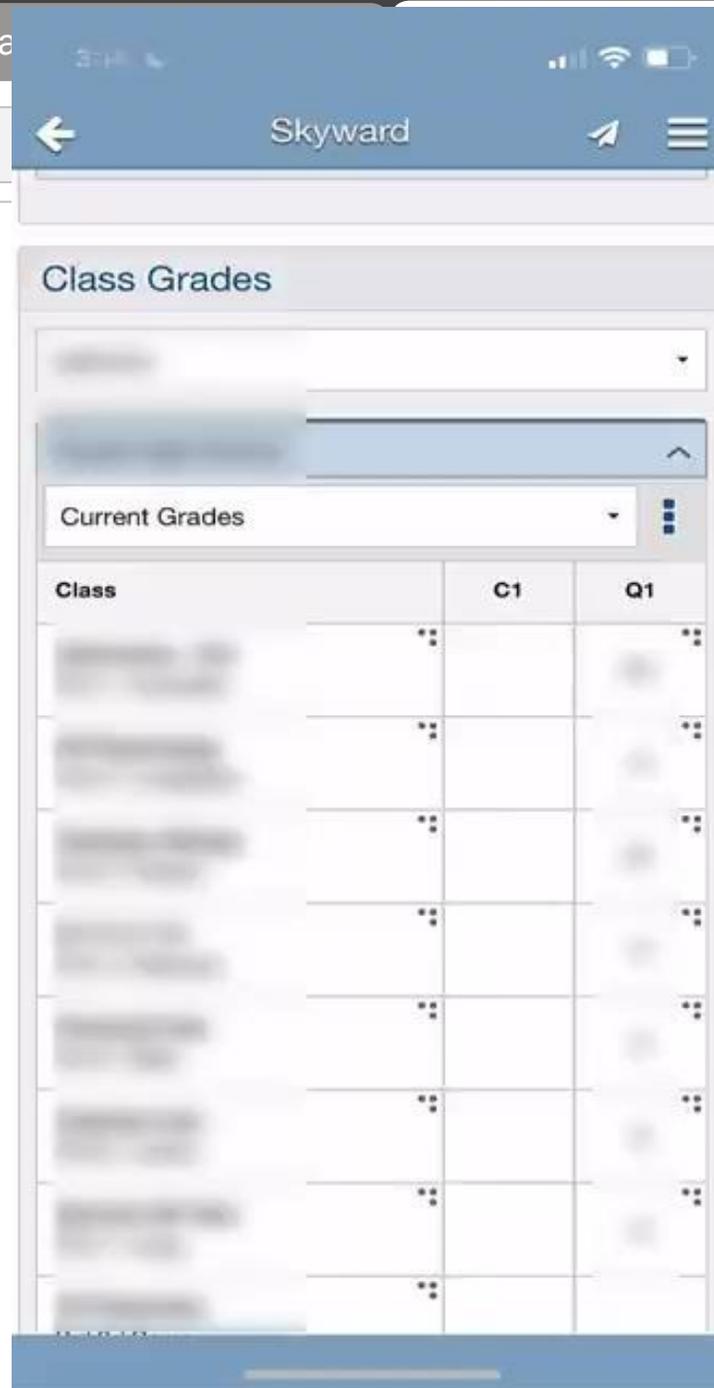
To navigate through the app, click on the three lines on the upper right corner.

# Navigating The App-Recent menu



The recent places you have visited in the app is the first menu shown, indicated by the clock icon.

# Navigating The App-Full Menu

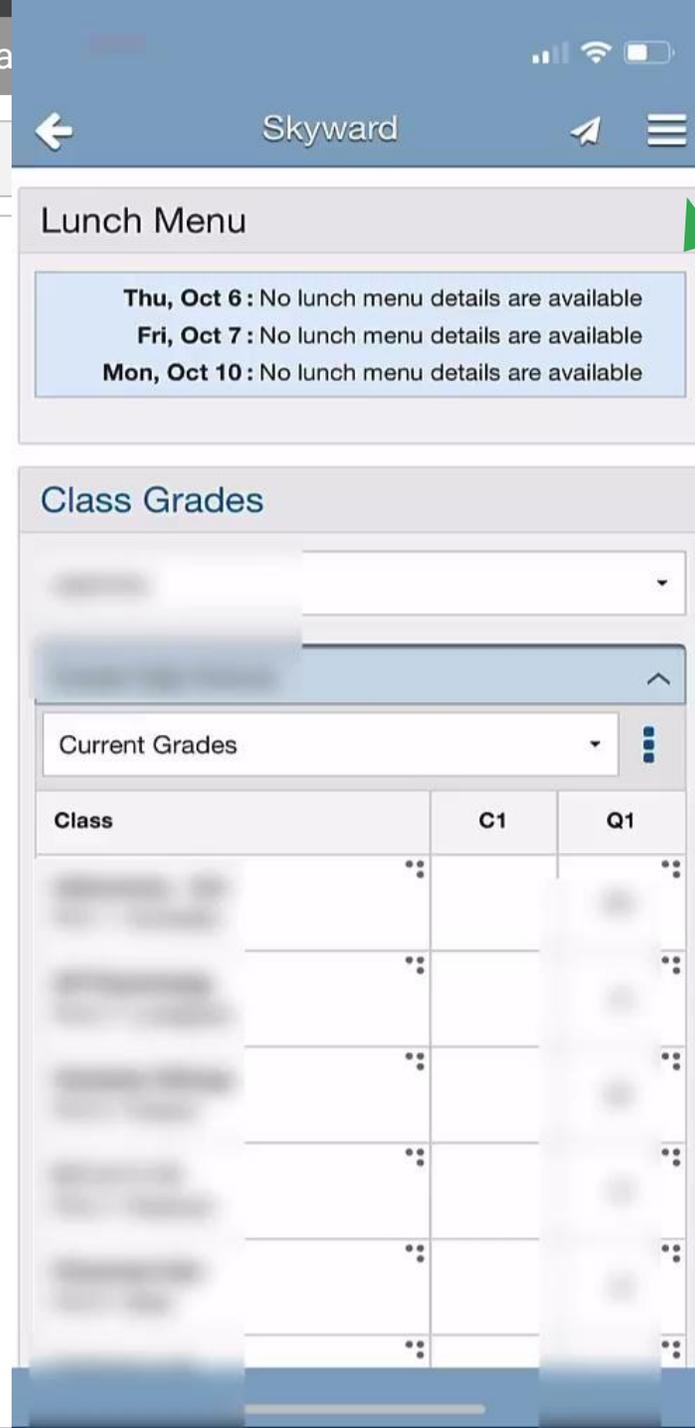


Click the list to see the full menu of all options within the app.

Click on any of those options to see relevant information about your student.

Not every school uses all the features, so some of these may not have a lot of information to see.

# Navigating The App-Account Settings



Click the list to see the full menu of all options within the app.

Change your password under "Account Information"

Select your widgets and push notifications under "User Preferences".



# Getting More Help

For account issues, like logging in and access, call the Help Desk: (435)884-7799

For help using the app, contact your school.

If they cannot answer your question, call the Help Desk and ask for parent help in Skyward.

For help in Spanish, contact our Student Services, Multi-Language Specialists: (435)833-8778 and ask for ayuda por padres en Skyward.