September 19, 2024

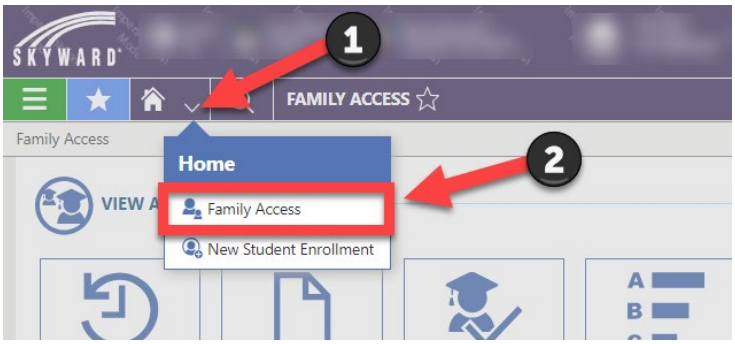
Skyward Family Access – Gradebook and Notifications

Dear LWSD Families,

Skyward Family Access provides access to student grades. Information on how to access the gradebook is below. Automatic notifications on grades and missing assignments will begin coming from the system today. These notifications can be adjusted or turned off. These directions are also included below.

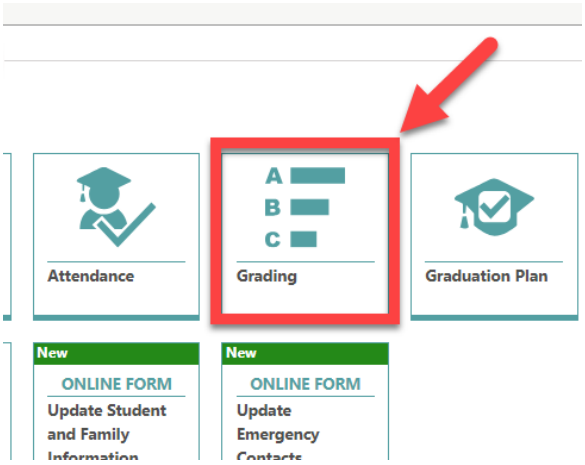
Navigating to Skyward

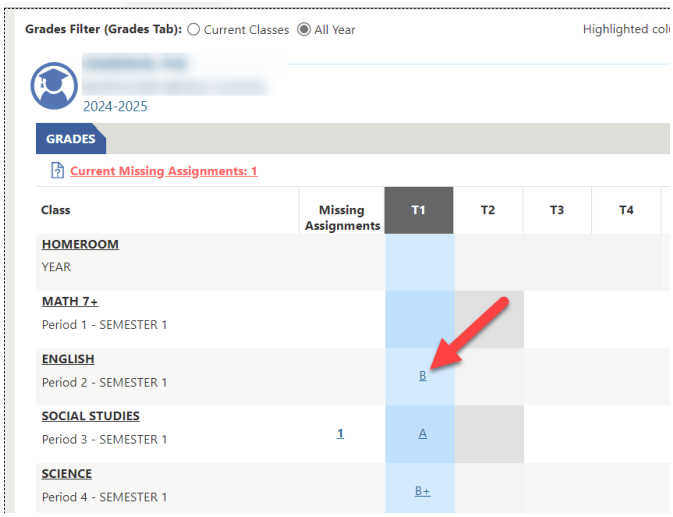
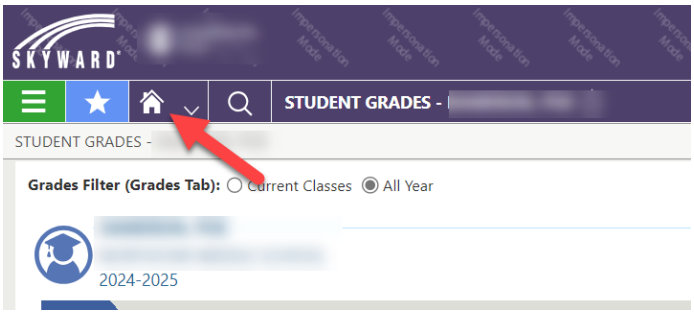
1. You can access Skyward through this link: https://www.q.wa-k12.net/lkwashSTS. After you log in to Skyward, you can get to Family Access through the drop down menu next to the Home icon.



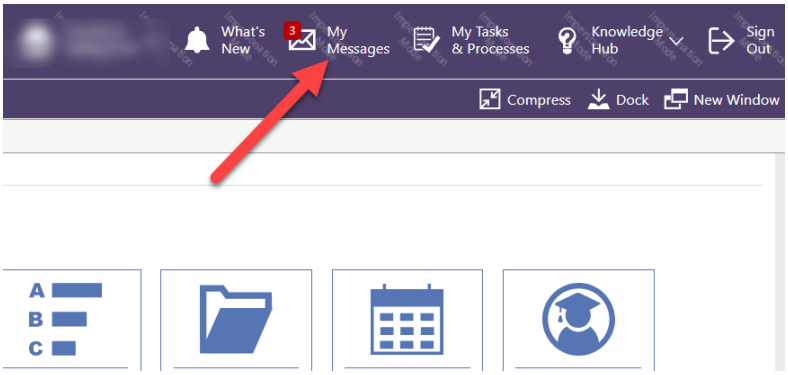
Accessing the Gradebook and Viewing Grades

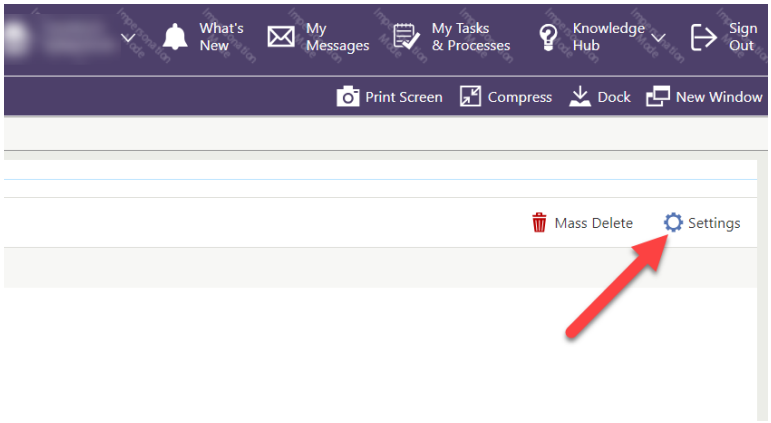
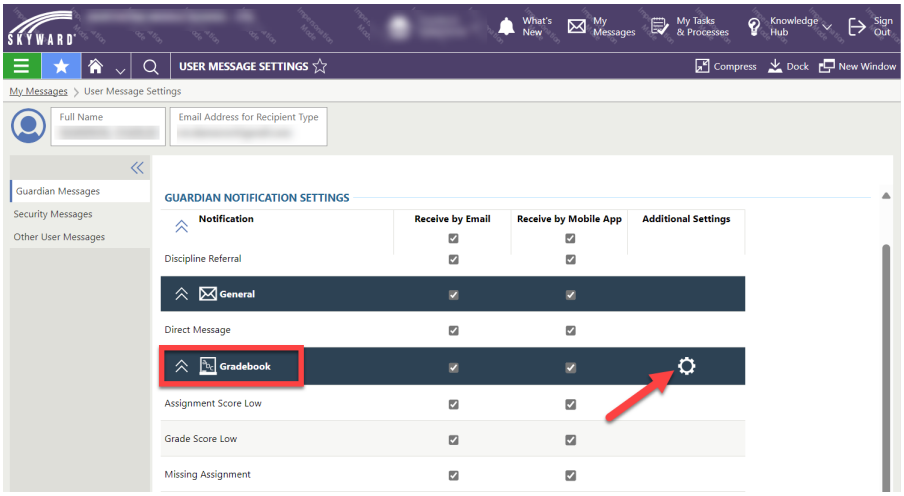
2. You can view student grades for each course by selecting the “Grading” tile

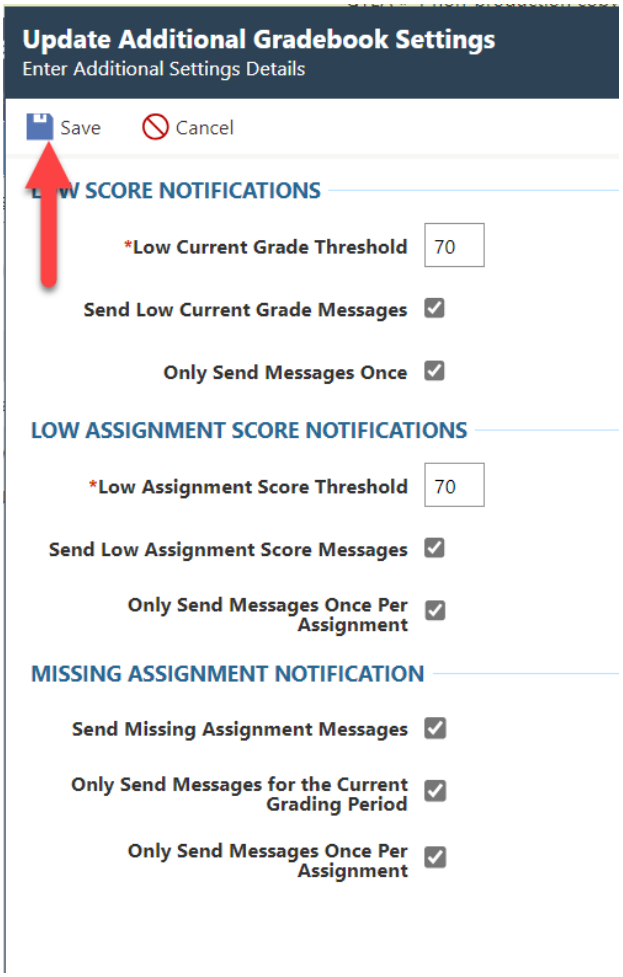


3. You can see the details of the grade by clicking on the hyperlinked grade.	
4. You can always go back to your home page by clicking on the Home icon.	

Adjusting Your Notification Settings on Grades and Missing Assignments

5. Grading and missing assignment notifications are sent daily unless you make changes to the settings. To adjust settings, click on “My Messages” on the top of the screen in Skyward. Missing assignment notifications are available for all students. Low assignment score or low course grade notifications are only available for grade 6-12 students.	

6. Select “Settings” from the right.	
7. Click on the Cog that is in the Gradebook Settings.	

8. You can adjust the notifications here and then select “Save.” 9. Low Current Grade Threshold is the threshold at which you want to receive an automatic notification when the overall grade is at that grade or lower. 10. Low Assignment Grade Threshold is the threshold at which you want to receive an automatic notification when an assignment is at that grade or lower. 11. You can stop messages by unchecking the box in front of the “Send….Messages” notification messages.	

More information about Family Access can be found here.

Directions on how to use the Mobile App are available here.

Families can contact ftaccess@lwsd.org for further assistance.

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