SKYWARD FAMILY ACCESS QUICK REFERENCE

NEED TO LOGIN?

To access Skyward Family Access, please visit *www.lisd.net* and click on the *Families* tab to select *Skyward Family Access* under *Services.*

FORGOT YOUR PASSWORD?

On the login screen, click on the *Forgot your Login/Password* link and enter your email or username. A reset link will be sent to your email. If you do not see it, check the spam folder.

NOTE: Parent controls for next year students will not activate until the new school year begins.

Download the *Skyward Mobile Access* app to stay in the know on the go.

NOTE: Online forms CANNOT be completed in the mobile app.

WANT TO UPDATE PREFERENCES?

After logging in, select *My Account* to change your username, password, contact information, language and notification preferences.

Although students are automatically enrolled from year to year, parents need to review and/or fill out forms each year.

NEED TO ACCESS FORMS?

After logging in, choose the *Forms Packet* link. Follow the instructions as you complete each form and mark them as such. On the final step, make sure that all forms are marked "completed" before submitting them to the district.

If changes have been made after submission, please mark the form "completed" and resubmit the Forms Packet.

ENROLLING A NEW STUDENT?

After logging in, click on *New Student Online Enrollment.* Fill out the application and submit it to the district.

NOTE: Your address and other family information pulls from the LISD existing records. Please contact the campus to make updates if needed.

WANT TO ACCESS GRADES?

After logging in, select the *Gradebook* link from the menu. You can click on the *Display Options* button next to the student name once the screen loads.

Click on any text in blue to reveal more information. You can view comments (if any) by clicking on the blue assignment title followed by the comment bubble in the pop-up window.

NOTE: Click on the *District Links* link at the top of the screen to view explanations of term codes for grades.

NEED REPORT CARDS/TRANSCRIPTS?

After logging in, click on the *Portfolio* link. A PDF file will be generated when you select a report. You can choose to view and/or print the PDF file.

NOTE: It may prompt you to electronically sign the document.

WANT PAPER REPORT CARDS?

After logging in, click on the *Student Info* link followed by *Request Changes for...* in the upper right-hand corner. You will then need to click on *Family Information* and select your preference before saving.

NEED HELP?

On the login page, click on the *LISD Family Access Support* and submit an Incident IQ ticket. LISD staff responds within 24 hours on school days.