

Review and update Family Access Account Information

1. Log into Skyward Family Access.

If you are unsure of your Skyward Login and Password, please contact the school front office.

2. Select My Account



3. Review and correct your account settings to include your email address and phone numbers.

Be sure to list a phone number only one time in the account settings. The Phone: box should have your primary phone information. If adding additional phone numbers, change the drop down to match the phone type that you are entering (Home, work, cell or other) as needed.

A screenshot of the Skyward Family Access Account Settings page. The page has a left sidebar with various navigation links like 'Home', 'New Student Online Enrollment', 'Previously or Currently Enrolled Students Online Registration', 'Online Forms', 'Calendar', 'Gradebook', 'Attendance', 'Student Info', 'Busing', 'Schedule', 'Discipline', 'Test Scores', 'Fee Management', 'Activities', 'Student Services', 'Graduation Requirements', and 'Academic History'. The main content area is titled 'Account Settings' and contains several sections. The 'Email' section has a text box for the email address. The 'Phone' section has a dropdown for phone type (Home, Work) and text boxes for the phone number and extension. The 'Address (Mailing Address)' section is highlighted with a red rectangle and includes fields for Street Number, Street Dir, Street Name, SUD, #, P.O. Box, Address 2, Zip Code, Plus 4, City/State, and County. The 'Email Notifications' section has checkboxes for receiving daily attendance, grading, and progress report emails, with radio buttons for the frequency (Daily, Weekly, Monthly). On the right side of the 'Account Settings' section, there are buttons for 'Save', 'Change Login', 'Change Password', and 'Undo'. The 'Address Preview' section is also visible on the right.