

Welcome to Skyward Family Access



Family Access User's Guide

Crosby ISD
708 Runneburg Road
Crosby, TX 77532



What is Family Access?

Family Access is a web based service that empowers parents/guardians and students to view school related information anywhere they have access to the Internet.

Information available online includes:

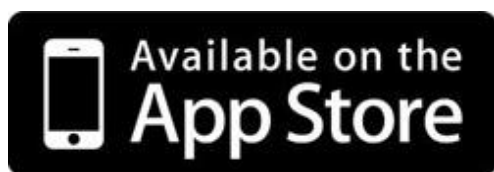
- Calendar information with assignment, attendance and message information
- Preferences for how you'd like to be contacted
- Detailed gradebook information
- Messages posted by the principal and teachers
- Attendance records by data and types of attendance
- Student schedule
- Email notification preferences
- Login history

Information Source and Security

The information in Family Access is “real time” based on the data in the district’s Skyward Student Information System. **Please keep in mind that grades are fluid and can change daily/weekly as the teachers add assignments and grades to the system.**

Family Access is a password protected site intended for use by the specific user to which the account was issued. PLEASE KEEP YOUR USER NAME AND PASSWORD CONFIDENTIAL to avoid unauthorized use of your account. Each parent and student will be issued a unique user name and password. Parents have different levels of access and different types of information than what students will have. It is important that you use the account that was created for you.

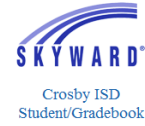
Go Mobile – Download the App!





Logging in to Family Access

- Go to the Crosby ISD website by typing in the following URL into your web browser <http://www.crosbyisd.org/>. You can also access Family Access from the campus webpages.
- Click on the **Parents** tab and then select **Family Access**
- Enter your username and password



Login ID:
 Password:

General Information

- Skyward Family Access defaults to the Calendar Page.
- You can use the drop down menu to select which child's information to view.
- The **General Information** section provides you choices for different areas to view about your child.
- At the bottom of the calendar you will find options to choose the items displayed on the calendar.

Calendar

- Hovering over an assignment name will provide you with the assignment title, class information, and grade.
- Clicking on the blue date will provide you with a list of assignments entered for that date.

Class	Period	Assignment	Category	Points	Percent	Grade	Spec. Code	Missing	No Count
SOCIAL STUDIES / 02	6	Choosing Leaders	DVI	99 / 100	99.00%	99			

Student Information

- You can access information the district has on file for your child by clicking on Student Information in the General Information section. To correct any of this information, you will need to contact the campus registrar.



Gradebook

- The **Progress Report** tab shows grades your child has received this year. Click on the **Class** number to see detailed class information. Click on any blue grade to see the assignments that make up that grade.
- The **Missing Assignments** tab shows any assignments that have not been turned in.
- The **Teacher Log** displays class information and allows you to e-mail the teacher by clicking on the teacher's name.
- The **Comments** tab lists any comments your student has received from his/her teacher(s).

Skyward Family Access - Mozilla Firefox

Student: [Name] School: Crosby Elementary School

Gradebook Progress Report

Period	Class	Description	Term	Teacher	GR	PR1	PR2	PR3	PR4	PR5	PR6	PR7	PR8	PR9	PR10	PR11	PR12	PR13	PR14	PR15	PR16	PR17	PR18	PR19	PR20	
1	2222.02	HOMEROOM	YR	[Teacher Name]	92	98	95	91	92	98	93	91	92	98	93	91	92	98	93	91	92	98	93	91	92	98

Skyward Family Access - Mozilla Firefox

Student: [Name] School: Crosby Elementary School

Gradebook Missing Assignments

Term	Date Due	Class	Teacher	Assignment	Category	Points Possible	Points Earned	Percent Grade

Skyward Family Access - Mozilla Firefox

Student: [Name] School: Crosby Elementary School

Gradebook Teacher Log

Period	Class	Description	Term	Teacher	Log Count
1	2222.02	HOMEROOM	YR	[Teacher Name]	0

Skyward Family Access - Mozilla Firefox

Student: [Name] School: Crosby Elementary School

Message Center

Advisor Messages

Advisor	Total Messages	Unread Messages
	0	0

Class Messages

Period	Class	Description	Term	Teacher	Total Messages	Unread Messages
1	2222.02	HOMEROOM	YR	[Teacher Name]	0	0

Message Center

- The Message Center allows you to view messages sent to parents by district personnel, campus administrators, and teachers pertaining to your child.

Attendance

- The **Calendar** tab allows you to view the child's attendance records.
- The **By Day** tab shows only days the student was marked absent along with the reason why.

Skyward Family Access - Mozilla Firefox

Student: [Name] School: Crosby High School

Attendance Calendar

Legend: Tardy (Yellow), Excused (Green), Unexcused (Blue), Other (Red)

Click on any blue underlined date to see period by period attendance for that day.

May 2013							April 2013							March 2013						
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat
5	6	7	8	9	10	11	7	8	9	10	11	12	13	3	4	5	6	7	8	9

Skyward Family Access - Mozilla Firefox

Student: [Name] School: Crosby High School

Attendance By Day

Date	Parent Notified	00	01	02	03	04	05	06	07	08
04/02/13	Wed	No	U	U	U	U	U	U	U	U



- The **Term Totals** tab will show you absences by grading period.

Totals for Term	Date Range	Excused Days	Excused Periods	Unexcused Days	Unexcused Periods	Tardy Periods	Other Days	Other Periods	Totals Days	Totals Periods
1	08/27/12 - 10/19/12			2.0	3.0		2.0	2.0	4.0	5.0
2	10/22/12 - 12/21/12	1.0	4.0	2.0	2.0				3.0	8.0
3	01/08/13 - 03/22/13			10.0	47.0	1.0	3.0	17.0	13.0	65.0
4	03/25/13 - 06/06/13	1.0	7.0	1.0	7.0	1.0			2.0	15.0

Schedule

- This displays the child's schedule. The schedule can be viewed by the **Current Term** or by the **Current Year – All Terms**.

Period	Class	Description	Term	Time	Days	Teacher	Room	Credits
01	ENR08/20	ENGLISH 4 B	SM2		1, 3		506	0.500
02	SC08/11	PHYSICS 8	SM2		12		206	0.500
03	CR8/02	CREDIT REC B	SM2		1, 3		308	0.000
04	FAT208/01	THEA ARTS 2 B	SM2		12		608	0.500
05	SS0/23	ECONOMICS	SM2		1, 3		318	0.500
06	AG228/01	AG PWRS SYS B	SM2		12		924	0.500
07	MS08/04	IS MATH 3 B	SM2		1, 3		407	0.500
08	ELMH08/20	CHS MENTORS B	SM2		12		413	0.000

Test Scores

- Standardized test scores made available for upload can be viewed here.

Test Date	Test	Edition	Level	Form
04/01/2011	TAKS-TX KnowledgeSkillsAssmt.	Ed11		001
04/01/2010	TAKS-TX KnowledgeSkillsAssmt.	Ed07		001

Activities

- The Activities section will list any activity group the child belongs to. You can view both current and previous year's activity groups.

Description	Start Date	End Date	Type	Activity Leader
DANCE	08/22/11	05/31/12	Athletic & Voluntary	

Academic History

- Academic history provides a display of academic grades and conduct grades.

Entity	School Year	Grade Level	Class	Description	Department	Subject	Terms	Grade One	Grade Two	Grade Three	Grade Four	
001	2012	08	ELHEA / S1	Health Ed	PE	HE	1 - 3	COB1	FR11	COB1	LS11	
001	2012	08	FLS100 / S5	Spanish 1	FRG	FL	1 - 6	COB1	FR11	COB1	LS11	
001	2013	09	ELMENA / B3	CHS MENTORS A			1 - 2	COB1	FR11	COB1	FR11	
001	2013	09	ELMENA / B3	CHS MENTORS B			3 - 4					
001	2013	09	EN08A / J08	ENGLISH 1 A	LAN	EN	1 - 2	COB1	FR11	92	COB1	FR11
001	2013	09	EN08A / J08	ENGLISH 1 B	LAN	EN	3 - 4					
001	2013	09	FAT10A / B2	THEATRE ARTS 1A	FA	THE	1 - 2	COB1	FR11	97	COB1	FR11
001	2013	09	FAT10A / B2	THEATRE ARTS 1B	FA	THE	3 - 4					
001	2013	09	FLS20A / D6	SPANISH 2 A	FRG	FL	1 - 2	COB1	FR11	79	COB1	FR11
001	2013	09	FLS20A / D6	SPANISH 2 B	FRG	FL	3 - 4					
001	2013	09	MA10A / D4	ALGEBRA 1A	MAT	MA	1 - 2	COB1	FR11	74	COB1	FR11
001	2013	09	MA10A / D4	ALGEBRA 1A	MAT	MA	3 - 4					



Email Notification

- You can specify when you would like to be notified about information regarding your child. Click on Change My Notifications to make changes and then click Save.

The screenshot shows the 'My Email Notifications' section of the Skyward Family Access interface. It includes a sidebar with navigation links such as 'General Information', 'Calendar', 'Student Information', 'Gradebook', 'Message Center', 'Attendance', 'Schedule', 'Test Scores', 'Activities', 'Report Cards', 'Academic History', and 'Email Notifications'. The main content area is titled 'My Email Notifications' and contains two sections: 'Attendance' and 'Progress Report'. Under 'Attendance', there is a checkbox for 'Receive Daily Attendance Notifications For My Student(s)'. Under 'Progress Report', there are three options: 'Receive on the first of each month (Monthly)', 'Receive every Saturday (Weekly)', and 'Receive every day (Daily)'. A red circle highlights the 'Change My Notifications' button in the top right corner of the page.

Login History

- Login History allows you to see the dates and times you have logged into the Family Access system.

The screenshot shows the 'Login History' page of the Skyward Family Access interface. The sidebar on the left includes navigation links such as 'General Information', 'Calendar', 'Student Information', 'Gradebook', 'Message Center', 'Attendance', 'Schedule', 'Test Scores', 'Activities', 'Report Cards', 'Academic History', and 'Login History'. The main content area is titled 'Login History | Current Year' and contains a table with the following data:

Date	Time	IP Address	Show Details
05/21/13	Tue 08:33 AM		Show Details
05/20/13	Mon 10:40 AM		Show Details
05/20/13	Mon 10:34 AM		Show Details
03/12/13	Tue 12:25 PM		Show Details
03/07/13	Thu 07:40 PM		Show Details

A red circle highlights the 'Login History' link in the sidebar.