

Family Access Mobile App

Navigating through the Family Access Mobile App

Introduction

Audience: FBISD Parents.

Purpose: Navigating through screens in Skyward- Family Access Mobile App.

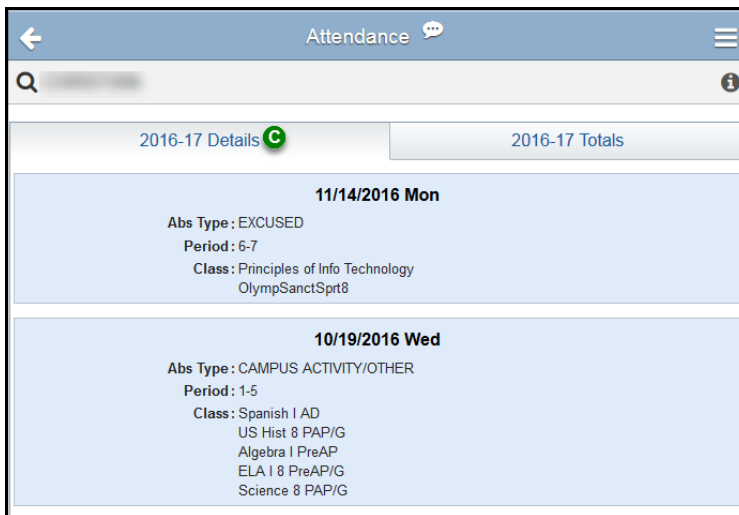
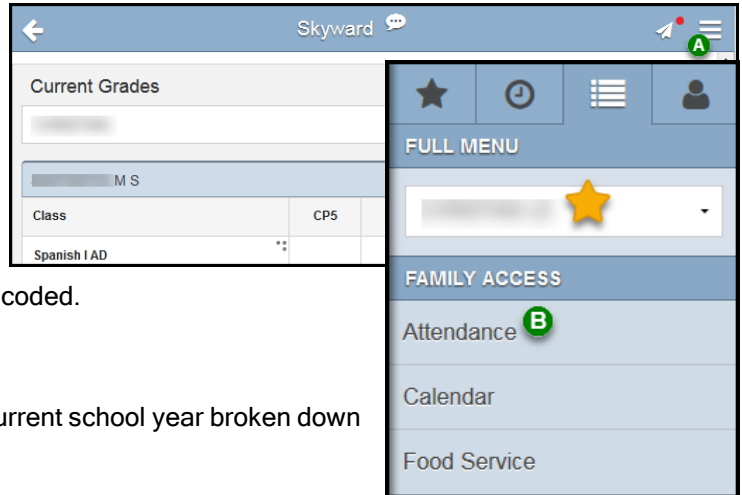
Attendance

- A. Once you have logged into your Family Access account click on the menu option to expand. *In the Full Menu screen you can select which student you wish to view.*
- B. Select Attendance.
- C. With the Attendance screen you can view Attendance Details for the current school year.

You will see:

- a. The Absence Type the absences was coded.
- b. The Periods missed.
- c. The Classes missed.

- D. You may also view Attendance Totals for the current school year broken down by Year to Date and Terms

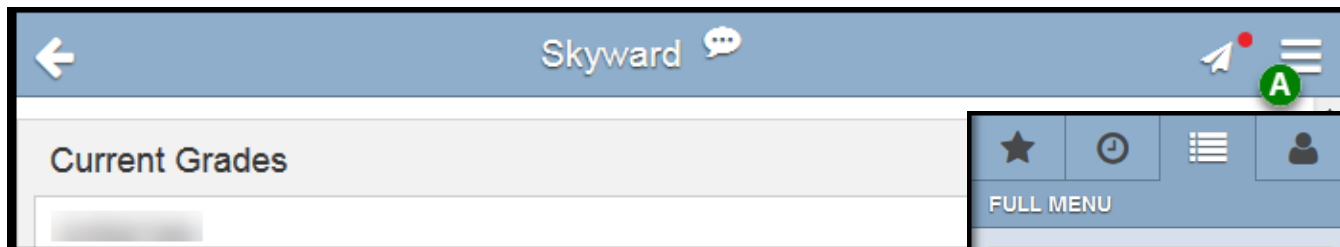


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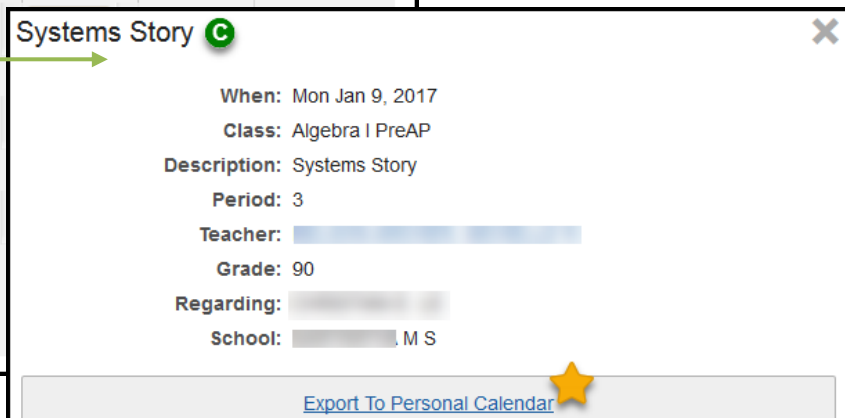
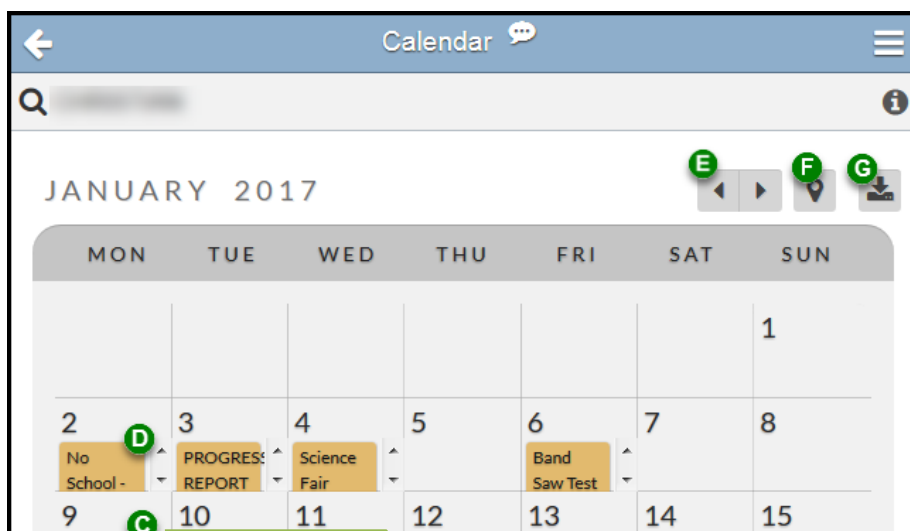
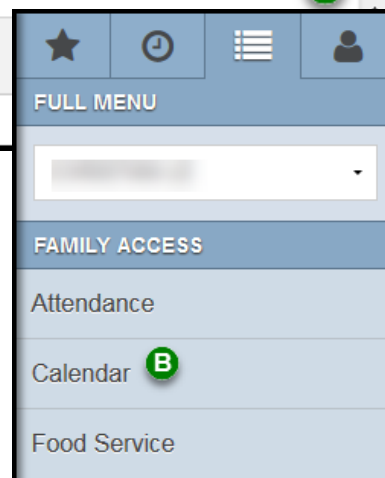
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Calendar

A. To navigate to the Calendar, click on the menu option to expand.



- B. Select Calendar.
- C. Within the Calendar screen you can view assignments. You can click on the assignment to view additional details. *You can also export the assignment to your personal calendar.*
- D. You can also view upcoming district holidays.
- E. Scroll back and forth through the calendar year.
- F. Return to Current Date.
- G. Download Calendar events.



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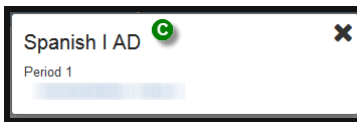
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Gradebook

- A. When you first log into your Family Access account you will see the Gradebook screen. This screen will display current grades for your student.

****Note: Only current year grades are displayed through the Mobile App.***

- B. If you have multiple students in the district you may switch to another student using the dropdown.
- C. To view additional Teacher information, click on the toggle in the right hand corner.



- D. To view assignments that make up the grade shown, click on the toggle in the right hand corner of that grade mark.

A screenshot of the Skyward mobile app interface. At the top, it says 'Skyward' with a back arrow and a menu icon. Below that is a 'Current Grades' section with a dropdown menu (labeled 'B') and a search bar. The main part of the screen is a table with columns for Class, CP4, PR4, CT2, T2, SE1, and S1. The rows list various classes like Spanish I AD, US Hist 8 PAP, Algebra I PreAP, ELA I 8 PreAP, Science 8 PAP, Prin InfoTech, and Olymp Sanct Sprt8. A green box highlights the 'Spanish I AD' row, and a green arrow points from the 'C' in the PR4 column to the 'D' in the CT2 column. Another green arrow points from the 'D' in the CT2 column to the 'D' in the PR4 column of the detailed view below.

Class	CP4	PR4	CT2	T2	SE1	S1
Spanish I AD Prd 1 /	** C	97 97.00	D	97 97.00		97 97.00
US Hist 8 PAP Prd 2 /	**	98 98.00	**	98 98.00		94 93.50
Algebra I PreAP Prd 3 /	** S	97 97.00	**	97 97.00		96 96.00
ELA I 8 PreAP Prd 4 /	**	86 86.00	**	86 86.00		89 88.50
Science 8 PAP Prd 5 /	** S	96 96.00	**	96 96.00		96 95.50
Prin InfoTech Prd 6 /	**	100 100.00	**	100 100.00		99 99.00
Olymp Sanct Sprt8 Prd 7 /	**		**			100

A screenshot of the detailed view for 'Spanish I AD'. It shows a 'PR4 Summary' for the period 10/18/2016 - 12/02/2016. Below that is a table with 'Grade' and 'Percent' columns, showing a grade of 97 and a percent of 97.00. The bottom section is titled 'Assignments' and lists various assignments with their descriptions, points, percents, and grades.

Grade	Percent
97	97.00

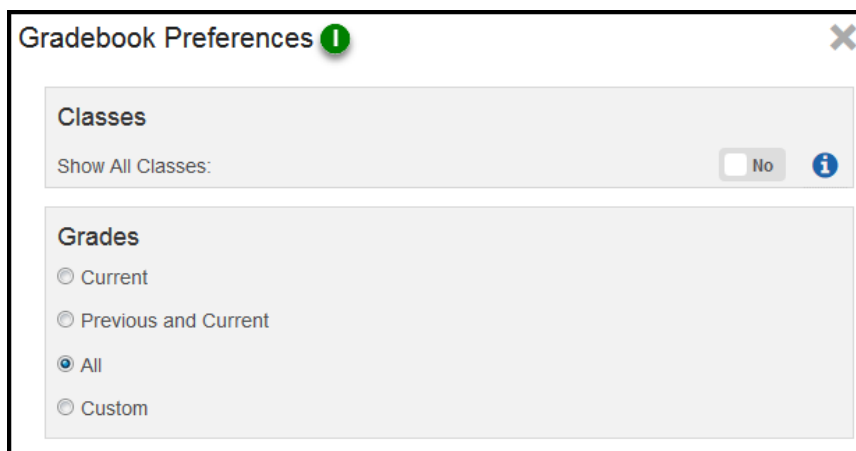
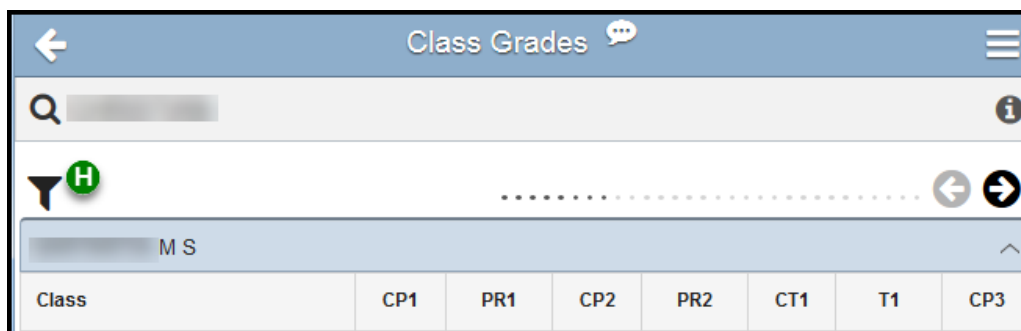
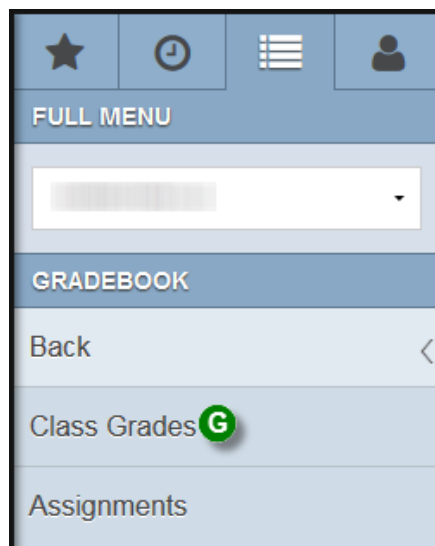
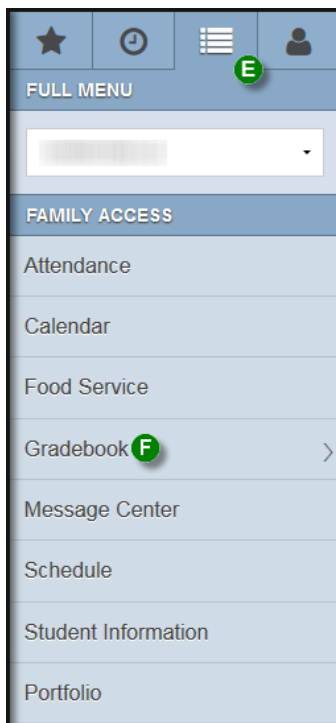
Description	Points	Percent	Grade	Notes
DAILY wght 50.00%	378 / 400	94.50	95	
This is language Due: 11/04/2016	100 / 100	100.00	100	
family quiz Due: 10/26/2016	98 / 100	98.00	98	
Maryglasgow quiz Due: 10/21/2016	100 / 100	100.00	100	
this is language Due: 10/18/2016	80 / 100	80.00	80	
MAJOR wght 50.00%	100 / 100	100.00	100	
family tree test Due: 11/02/2016	100 / 100	100.00	100	

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Gradebook Cont.

- E. To view grades for a previous or all Terms, click on the menu option to expand.
- F. Select Gradebook.
- G. Select Class Grades.
- H. Select the funnel to apply a filter.
- I. Select the grades preference you wish to view.

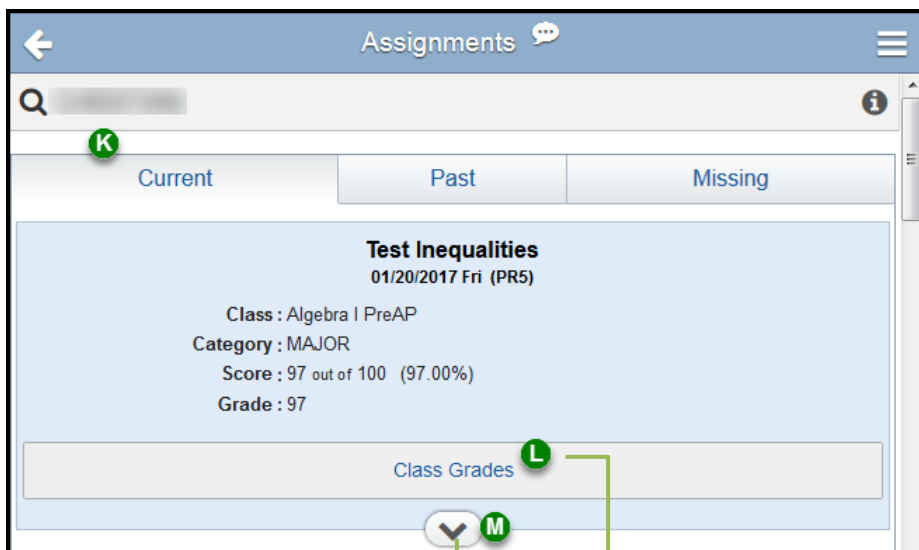
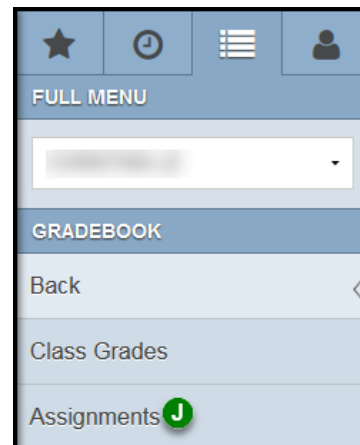


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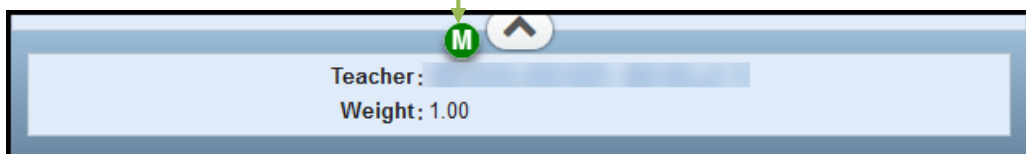
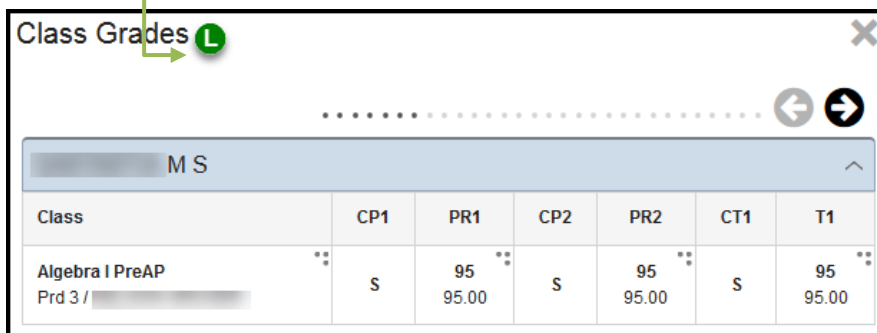
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Gradebook Cont.

- J. You can also view Assignments from the Gradebook menu.
- K. In the Assignments screen you are able to see the follow for the current school year:
 - a. Current Term grades
 - b. Past Term grades
 - c. Missing assignments



- L. You can also view the Class Grades, which gives you the overall average on the assignment for this class.
- M. Expand the assignment to see additional information.

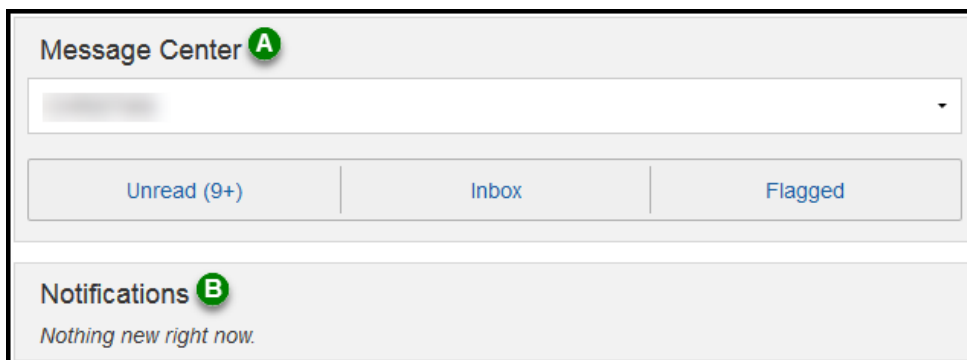


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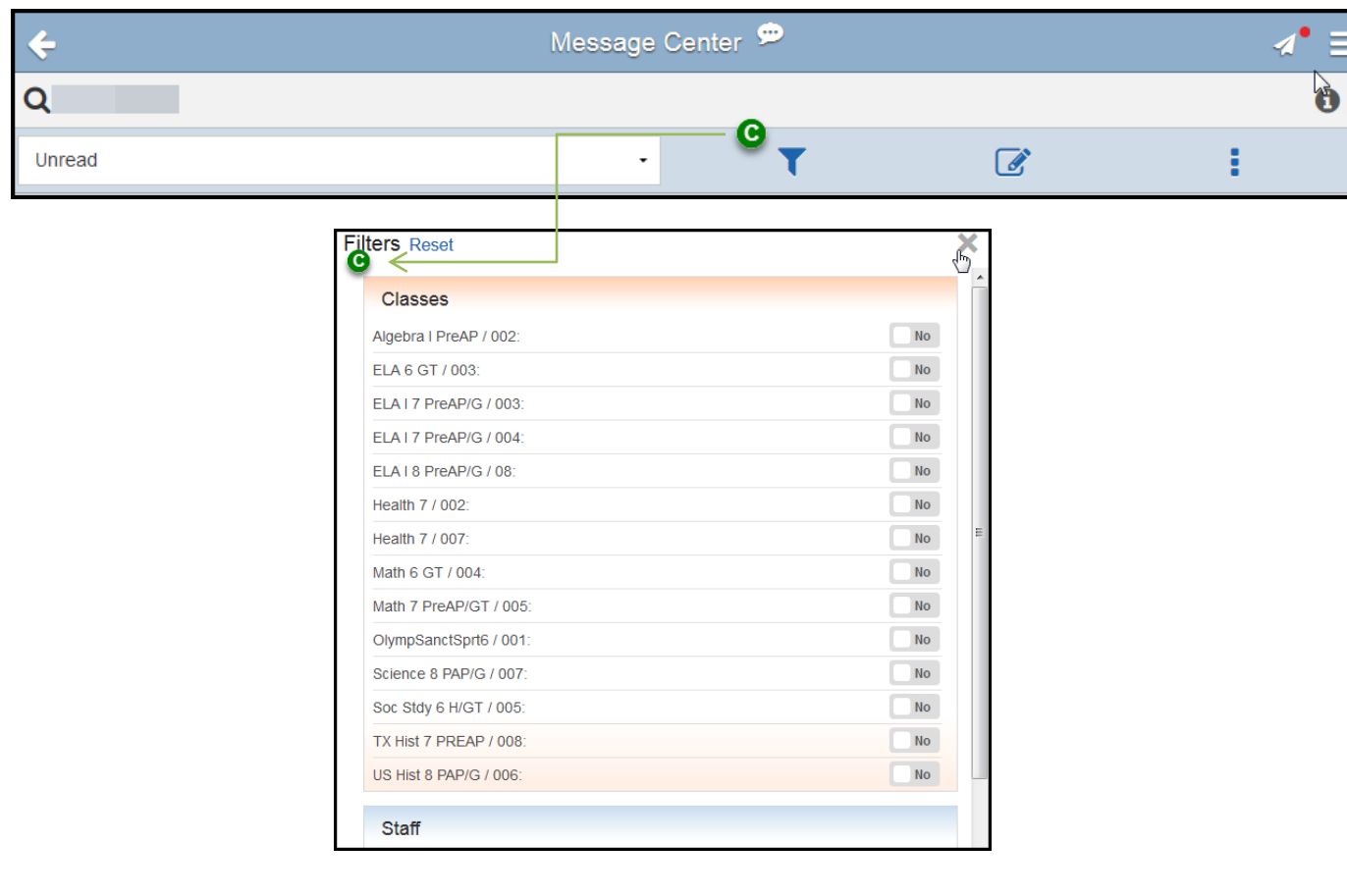
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Message Center

- A. You can access the Message Center from your Home screen when you first log in towards the bottom of your screen. You will be able to see the following messages from Teachers, Principals and the School District.
 - a. Unread messages
 - b. All messages in your Inbox
 - c. Message you have Flagged
- B. You will also see any Notifications from your Home screen.



- C. Once you select one of the 3 views in step A, you can select the funnel to set your preference filter for what you wish to see.

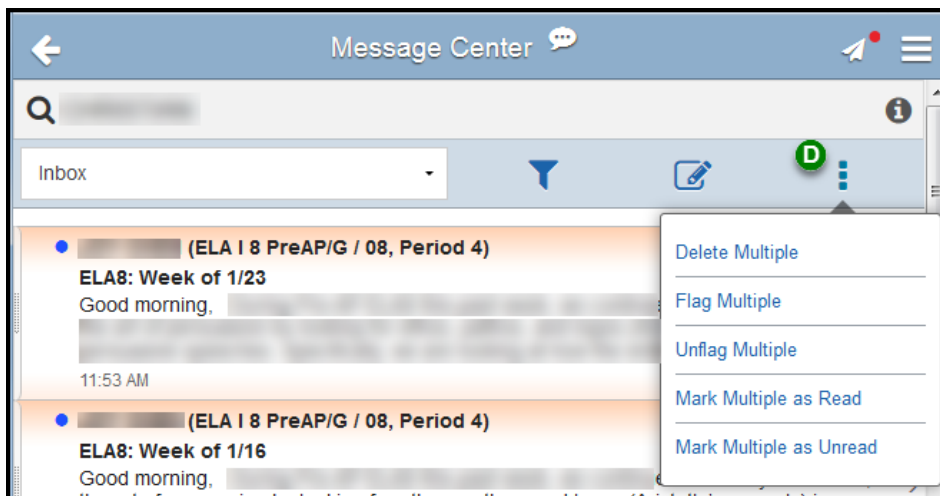


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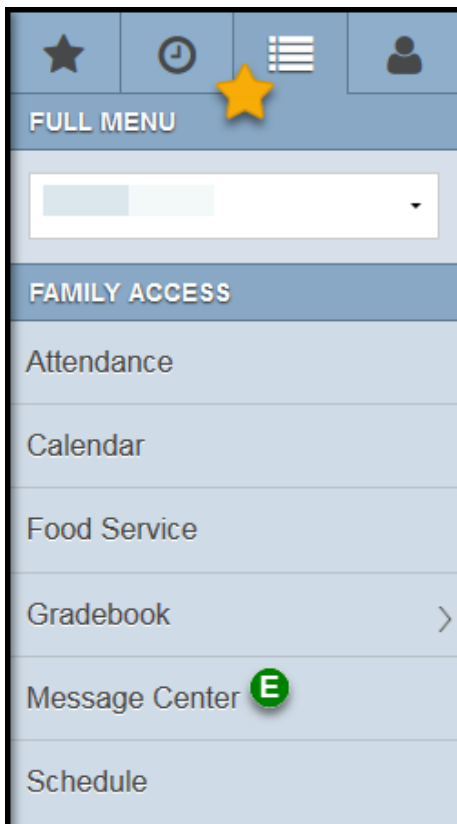
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Message Center Cont.

- D. You also have various options by selecting the toggle, such as:
- a. Delete Multiple messages
 - b. Flag Multiple messages
 - c. Unflag Multiple messages
 - d. Mark Multiple as Read
 - e. Mark Multiple as Unread



- E. You can also access the Message Center from any screen by selecting Message Center from the Full Menu.



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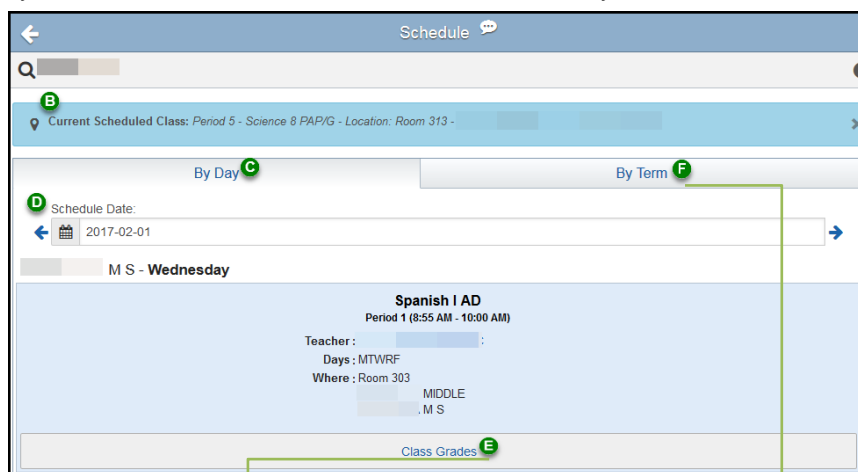
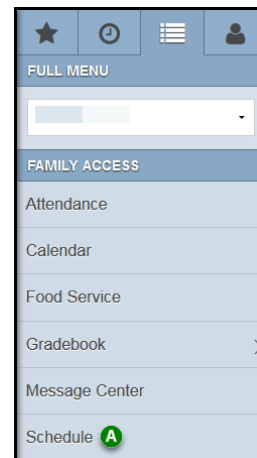
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Schedule

- A. To navigate to the Schedule, click on the Full Menu option to expand and select Schedule.
- B. The schedule screen will display the Current Scheduled Class your students is in based on the current time of day.
- C. You can view your students schedule By Day.
- D. Scroll back and forth to view your students schedule on a specific day.

***Note: No schedule will display if viewing the schedule on a day school is not in session.**

- E. You can also view Class Grades for a specific class period.
- F. To view your students schedule for another term, select By Term.



Class Grades E

Class	CP1	PR1	CP2	PR2	CT1	T1	CP3	PR3	CP4	PR4	CT2
Spanish I AD Prd 1	E	96 95.00	E	95 95.00	E	97 97.00	E	97 97.00	E	98 98.00	E



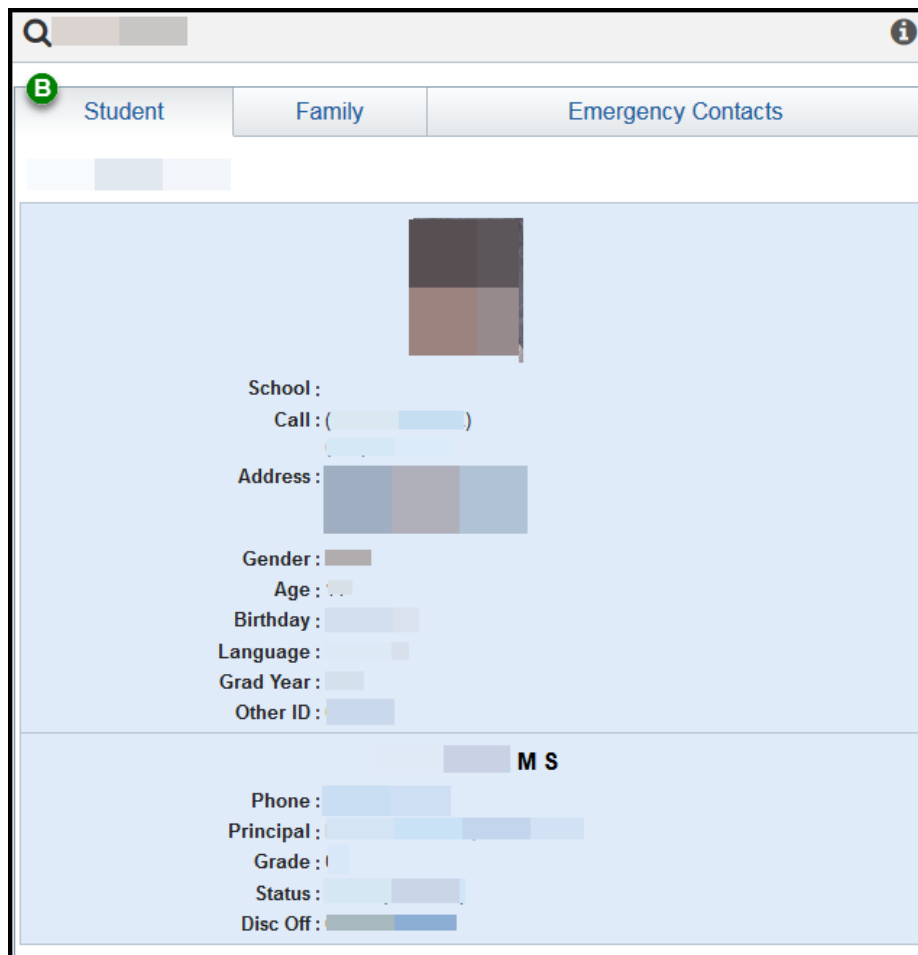
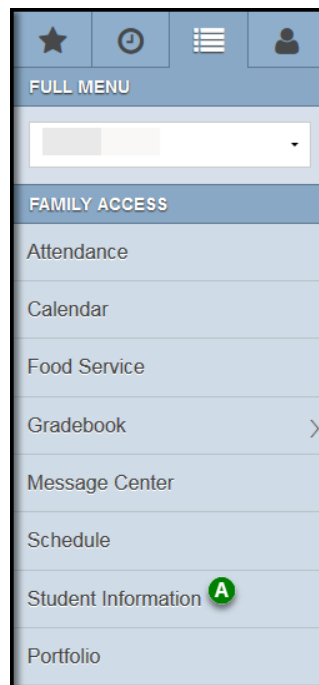
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Student Information

- A. To view you students information, navigate the Student Information tab in the Full Menu.
- B. In this screen you will be able to view the follow:
 - a. Student Information
 - b. Family Information
 - c. Emergency Contact Information

***Note: You can not make changes or updates to these screens from the mobile app.**

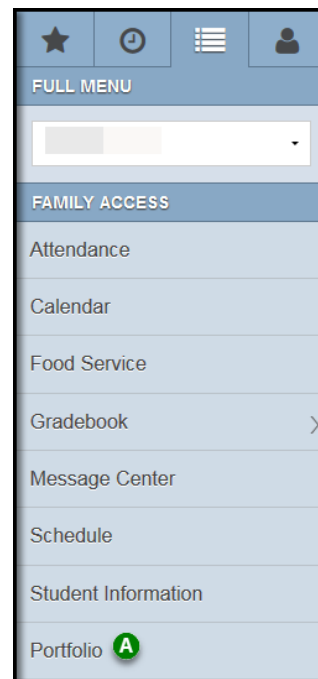
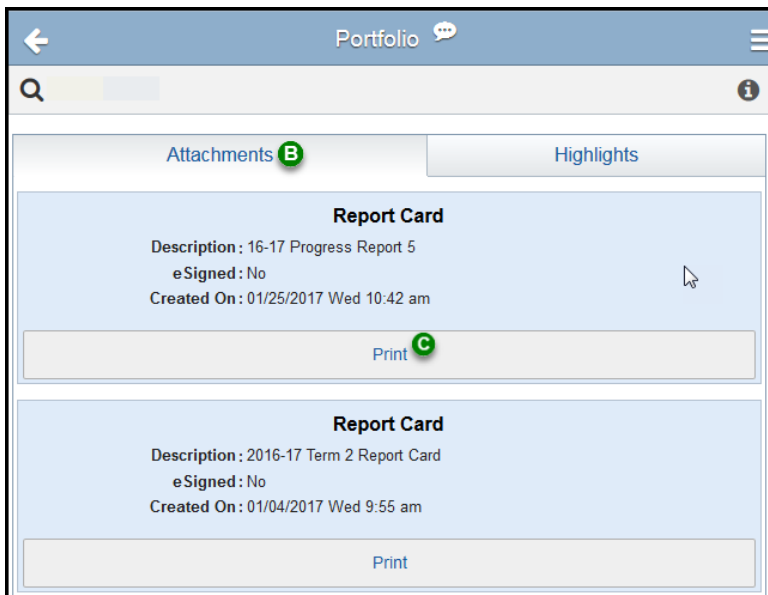


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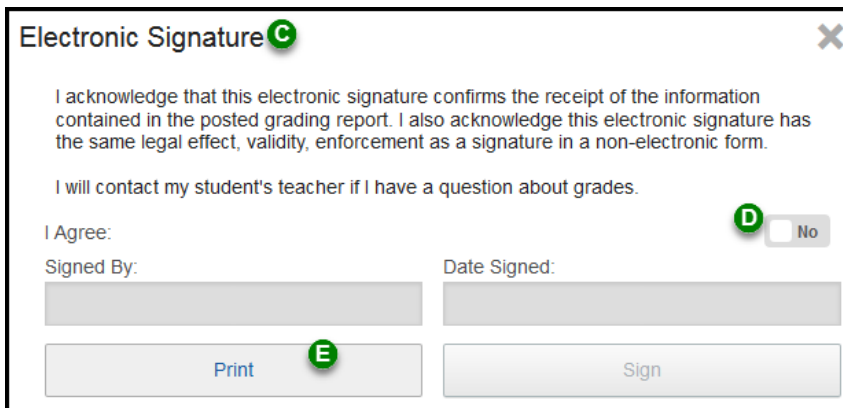
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Portfolio

- A. To navigate to the portfolio screen, expand the Full Menu and select Portfolio.
- B. In the Portfolio screen select the Attachments tab to view Report Cards and/or Progress Reports.
- C. To view a Report Card/Progress Report select Print for the grading period you wish to view.



- D. You will be prompted to complete an Electronic Signature confirming the receipt of the information. Select Yes to Agree, sign and date.
- E. Select Print.



Note:

The appearance of your screens may differ from those shown below depending on your device's operating