

Using Skyward's Skyport Interface:

NOTE:

If you do not like Skyport, you can simply click "EA+ Classic View" (look along the top left of your screen after you log in) and you will see the interface you used in previous years.

This handout covers:

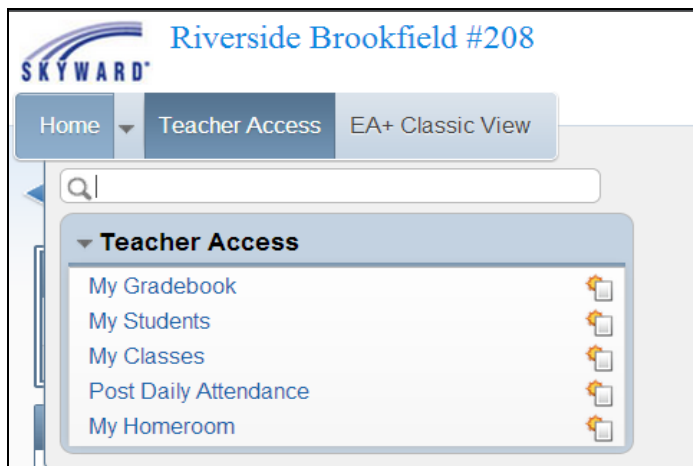
- What is the Skyport Interface?
- How do I access my gradebook for grades and attendance?
- How do I look up information on students who are not in my classes?

What is the Skyport Interface?

The new Skyport interface is just a new look to get you to the same familiar functions of Skyward that you are used to seeing.

How do I access my gradebook for grades and attendance?

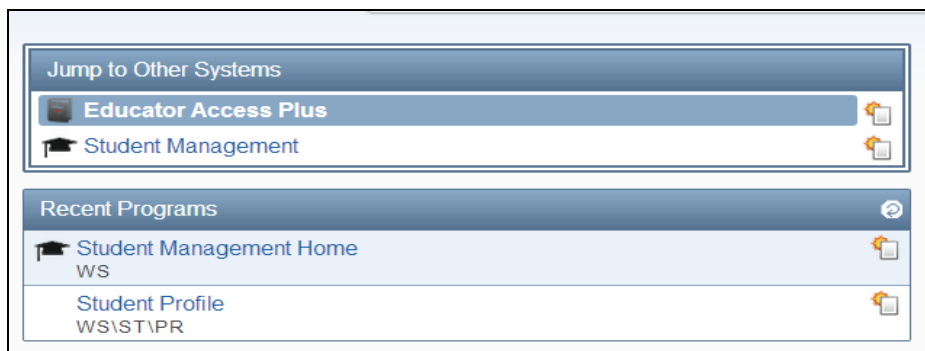
To access almost all of your basic functions (gradebook, students, attendance), click on "Teacher Access" in the upper left and select from the dropdown menu.



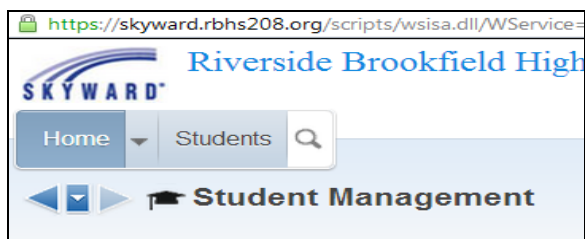
When you select "My Gradebook," you will see the standard list of your classes.

How do I look up information on students who are not in my classes?

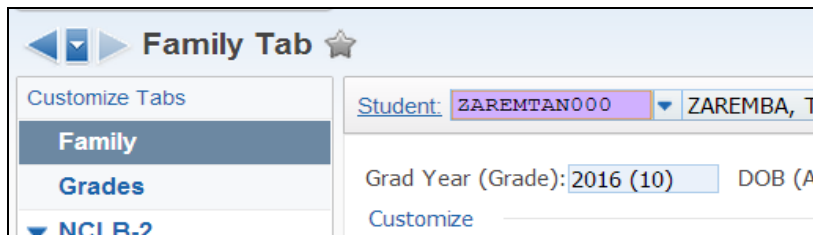
If you want to be able to look up information for students who are not in your classes, chose “Student Management” from the upper right.



Then choose “Students” from the upper left and select “Student Profiles” from the dropdown that appears.



Finally, you can start typing in the last name of the student for whom you want to search in the new screen that appears. For instance, here I am searching for Tanner Zaremba:



Along the left-hand side of the screen, you will see the different kinds of demographic information that are available. This should include phone number, address, parent contacts, test scores, and 504/IEP's if one is available.

