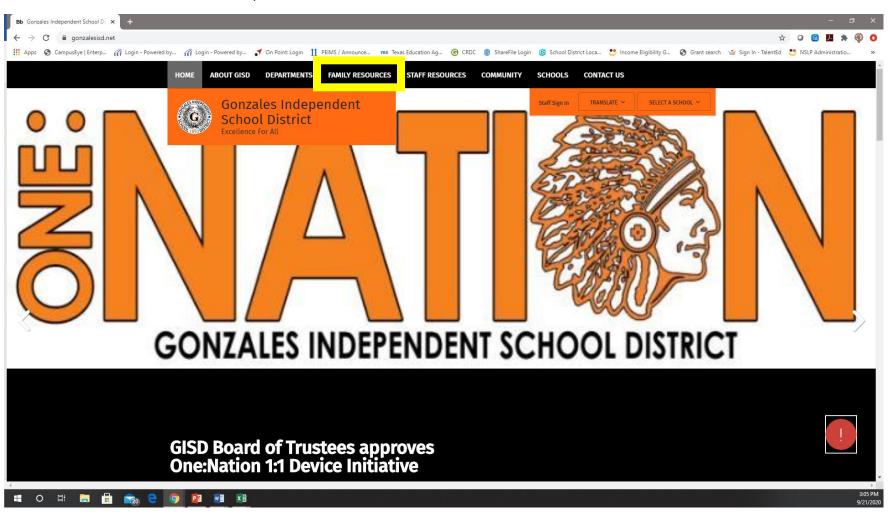
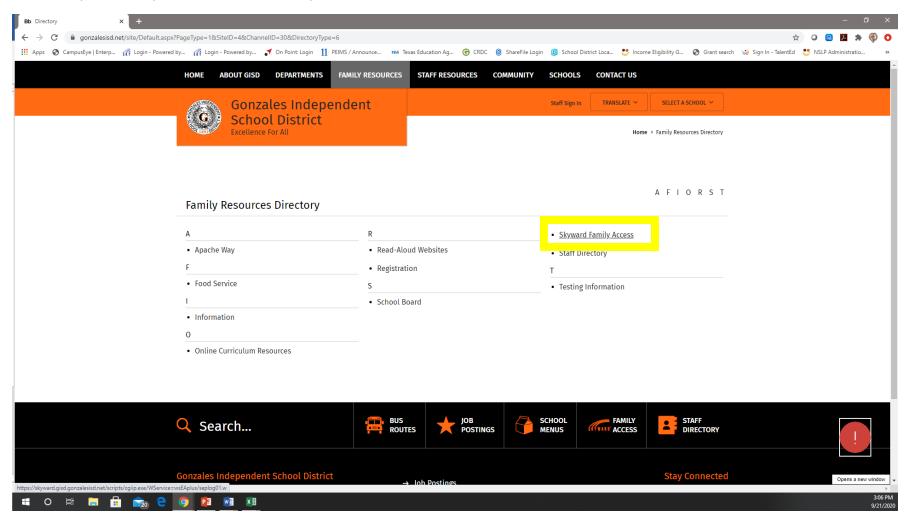
How to track student grades and view progress report/report cards in Family Access

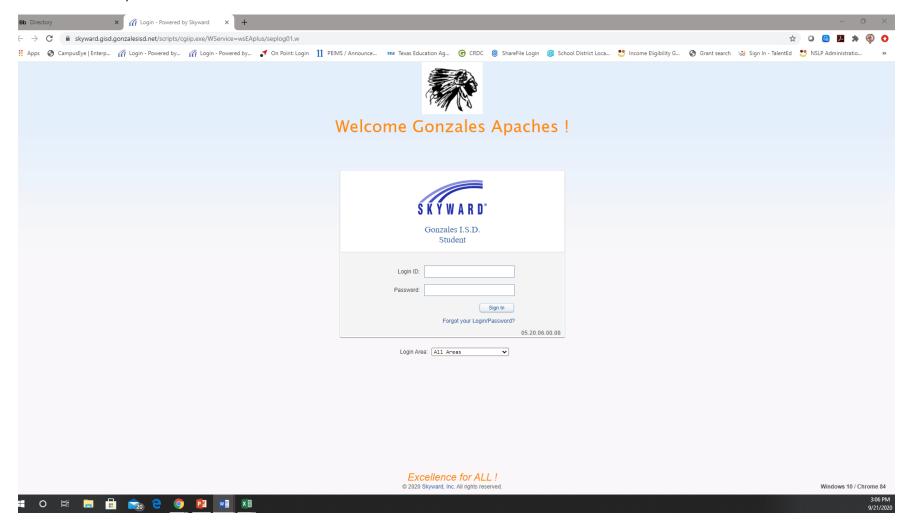
1. When on the GISD website select Family Resources



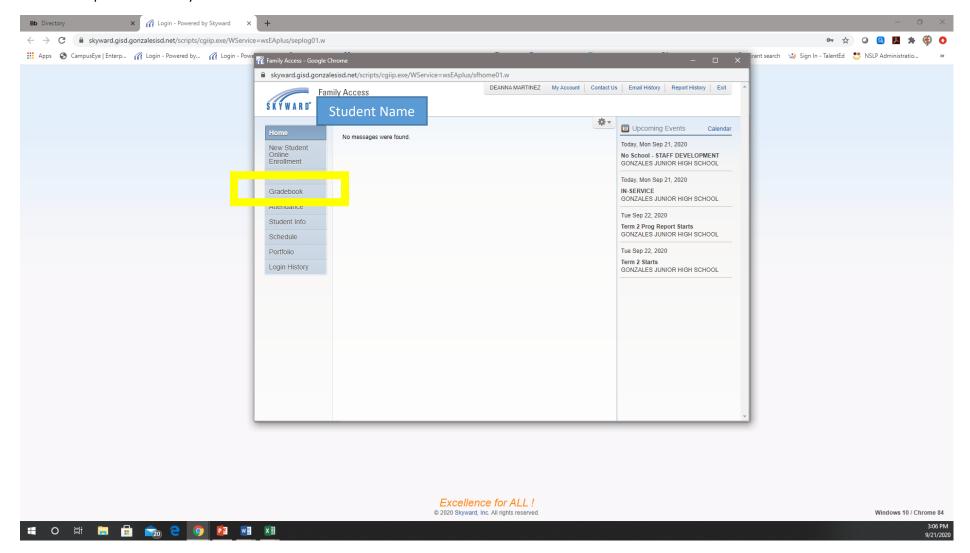
2. Select Skyward Family Access from the Directory list



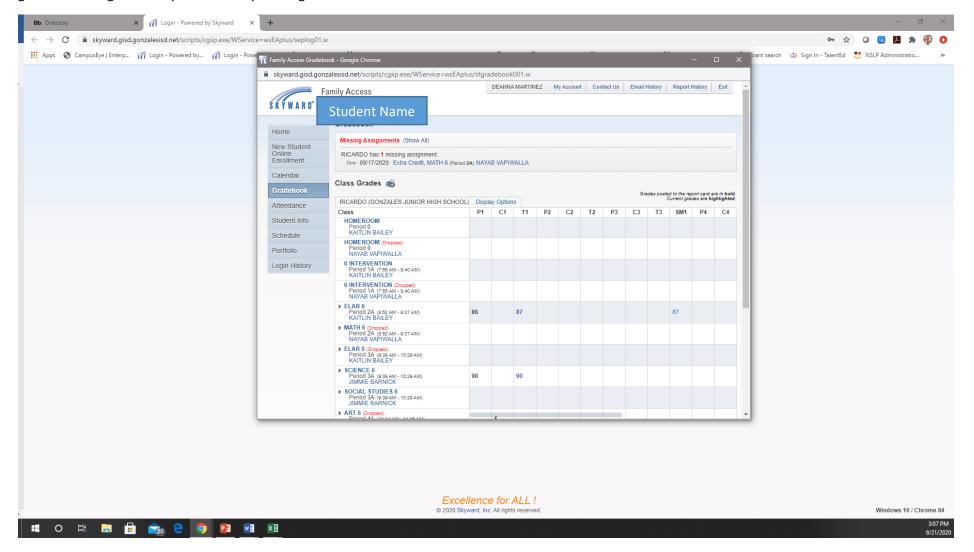
3. Log in to Family Access. If you need to obtain a login for the first time, you will need to go to your student's campus with a photo ID. Speak to the campus registrar to complete the setup. If you already have an account and forgot your password please slect Forgot your Login/Password and follow the steps.



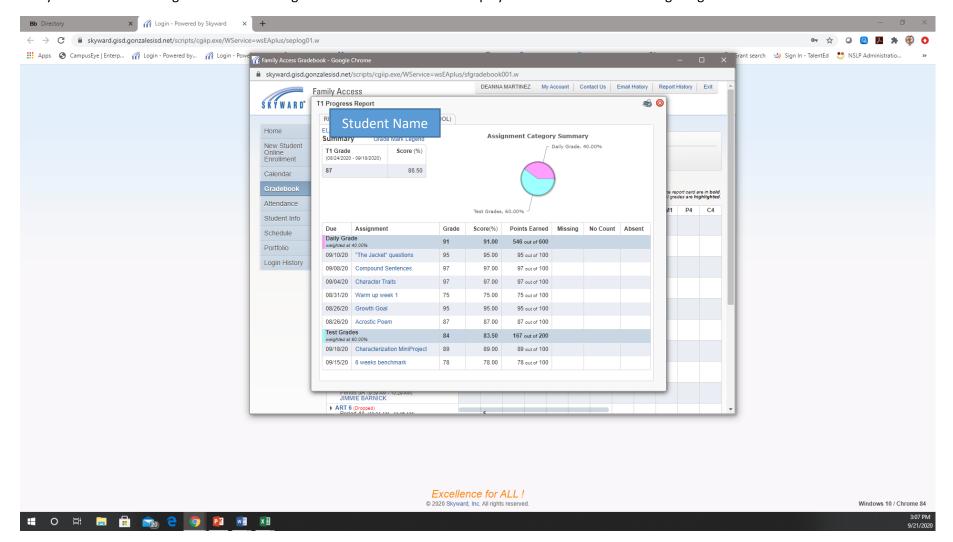
4. Once in Family Access you will be on your student's home page. If you have mulitple students you will be able to switch between students with the drop down arrow by the students name.



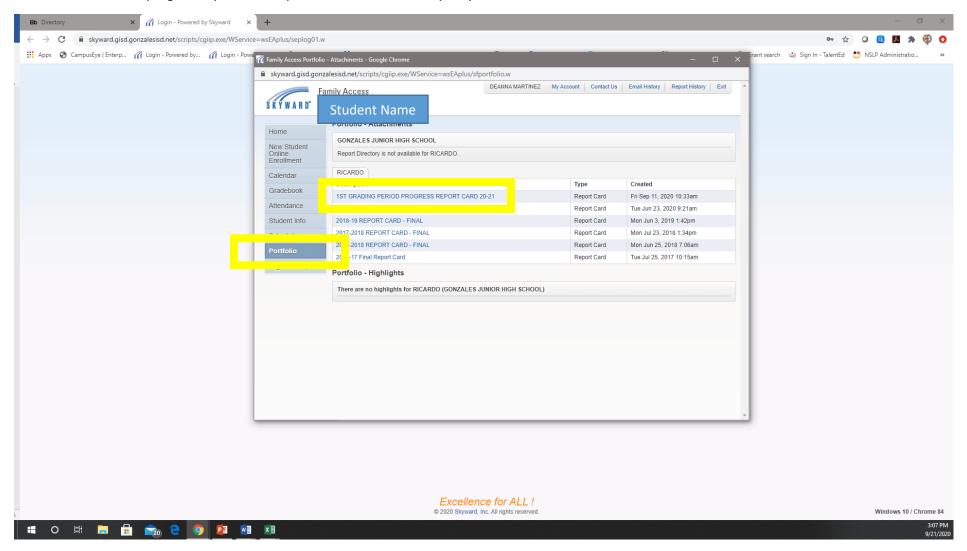
5. By selecting the GRADEBOOK tab you are able to see the student's current grades. The grades that are in Black are grades that have been posted for the progress report, term or semester. These are the grades you will see on the printed progress reports or report cards. The Blue grades are the grades they are currently earning but are not final.



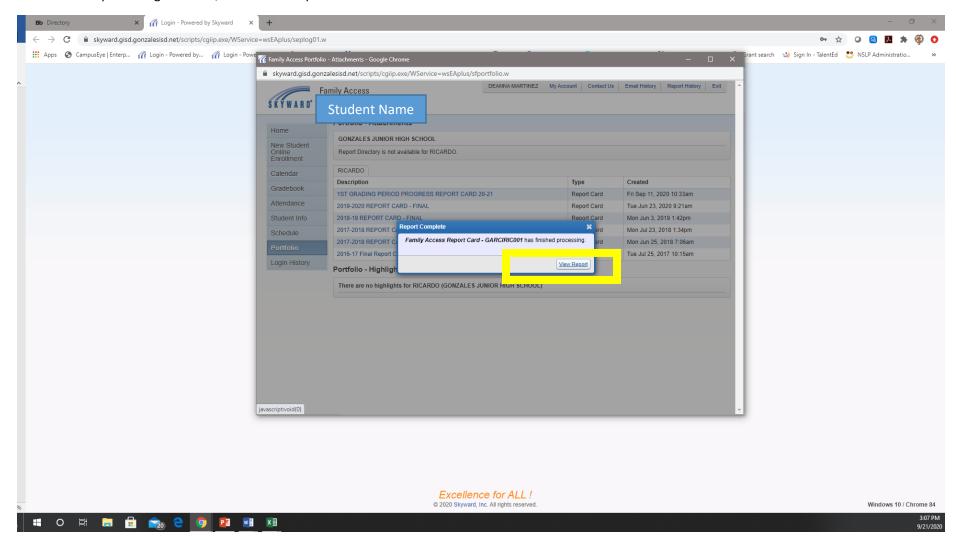
6. If you click on the Blue grade the student's gradebook for that class will display. Grades earned and missing assignments can be viewed here.



7. Clicking on the PORTFOLIO tab will display all records that have been saved to the student's portfolio in the district Skyward system. Here you will find the student's progress reports and report cards. Click on the report you wish to view.



8. Once the report has generated, select View report.



9. The report will display as a PDF. The report can be saved to a device or printed from this screen.

