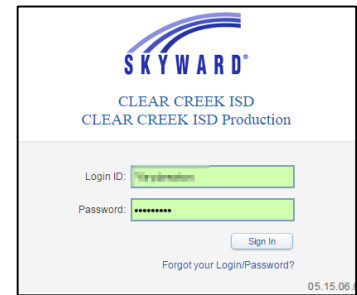


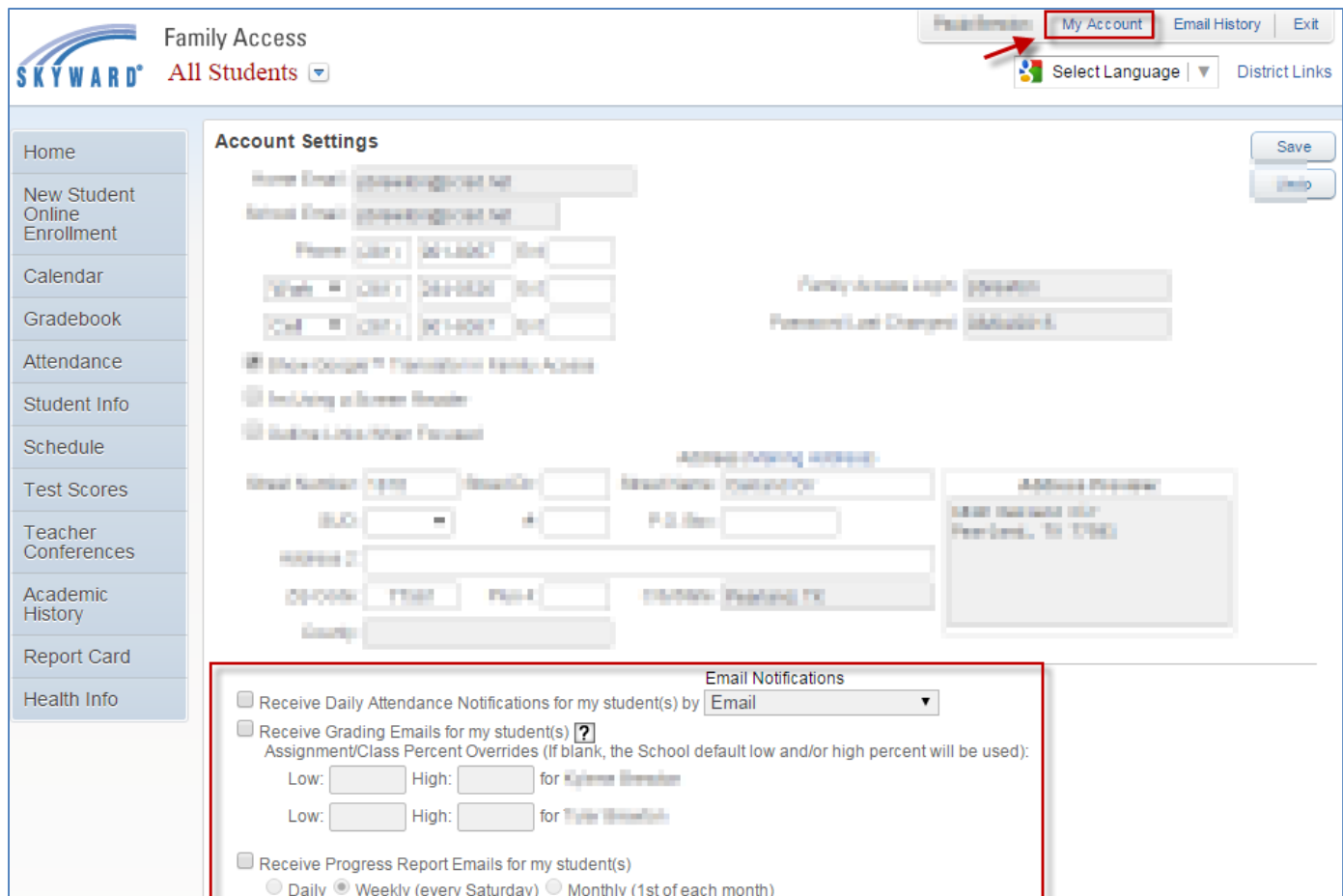
Logging into Family Access

1. Open a browser and go to skyward.ccisd.net
2. Enter your Login ID and Password
3. Click Sign In



Setting up Email Notifications

1. Click on the **“My Account”** link in the upper right corner, this will bring up the **Account Settings** screen.
2. The default email notification settings are located at the bottom of the page.
3. Select the options to receive daily attendance notifications, receive grading emails, or receive progress report emails
4. Click Save in the upper right corner when finished.



Account Settings

Home Email: [input]
 School Email: [input]
 Phone: [input] [input] [input]
 [input] [input] [input] [input]
 [input] [input] [input] [input]
 Show Contact Information Family Access
 Including a Screen Reader
 District Links/Other Forward

Street Number: [input] Street Name: [input] Neighborhood: [input]
 SLD: [input] P.O. Box: [input]
 Address 2: [input]
 City: [input] State: [input] Zip: [input] Country: [input]

Family Access Login: [input]
 Password/Last Changed: [input]

Email Notifications

Receive Daily Attendance Notifications for my student(s) by **Email**

Receive Grading Emails for my student(s) [?]
 Assignment/Class Percent Overrides (If blank, the School default low and/or high percent will be used):
 Low: [input] High: [input] for **Kylene Brasher**
 Low: [input] High: [input] for **Tyler Brasher**

Receive Progress Report Emails for my student(s)
 Daily Weekly (every Saturday) Monthly (1st of each month)