## **Skyward Family Access: Progress Reports and Report Cards**

Your student's current report can be accessed through Skyward Family Access. Reports (progress or quarter) will be available through the attachments tab until the next report is posted. Only the Final Report Card of the year will remain at the end of the school year. Current grades are also viewable by looking at the **Gradebook** tab at any time throughout the term. Reports will be posted by noon on the date published in the district calendar.

\*A key of term abbreviations is at the end of this document.

### Don't have a Family Access account?

If you do not yet have a Skyward Family Access account set up, you can email your child's school OR email familyaccessrequest@gm.sbac.edu. In the email, please include the following information:

- Your full name
- Your student's full name
- Your student's date of birth
- Your student's grade level
- Your student's school name
- A picture of parent ID (for identification purposes) such as a Driver's License

If your child is in special education with an IEP, your child's quarter and/or final IEP Progress Reports will be available in one of 3 ways:

- 1. Available as an attachment in Skyward Family Access (same as report cards below).
- 2. Hard copy at school's front office for parent pickup.
- 3. Schools will mail home hard copy.

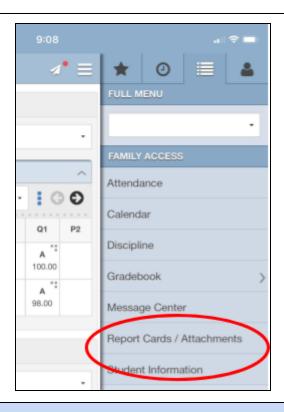
Contact your school to determine which method they are using.

### **Accessing Final Report Card on the Mobile App**

From the Menu, choose Report Cards/Attachments

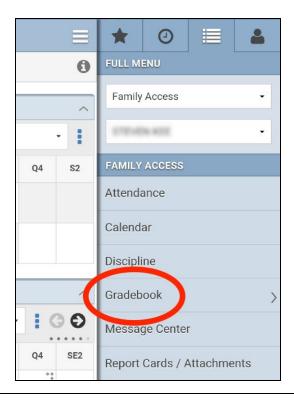
Click **Print** to View Progress Report or Report Card Progress reports and report cards will only remain until the following marking period. At the end of the year, only the Final Report Card will remain in the attachments.



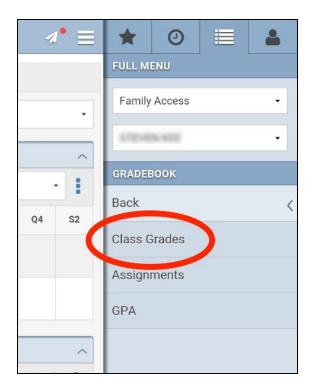


### **Viewing Gradebook from the Mobile App**

From the Menu, choose **Gradebook** 



Look for the Current Term. To see specific grades, find the matching quarter term and click on the 3 dots to expand. Then Class Grades



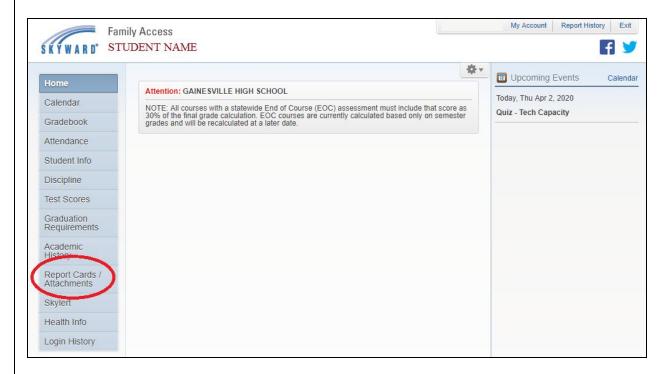
View individual assignments and test grades.



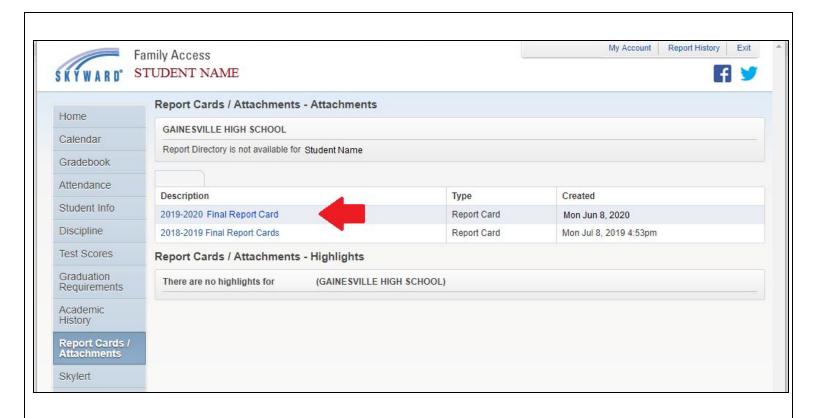
Class	P4	C4	Q4	SE2
AP U.S. HIST	A		A **	
Prd 1 /	100.00		100.00	
**			••	
AP ENG COMPO	Α		A	
Prd 2 /	100.00		100.00	
AP CAPSTONE SEMI	A		A **	
Prd 3 /	100.00		100.00	
CHEM 1 HON	A		A **	
Prd 4A /	94.00		94.00	
**	_		D: **	-
ALG 2	В		B+	Α
Prd 5 /	84.00		87.00	90.00
DRAFT 3	Α		Α **	
Prd 6 /	94.00		96.00	

# **Accessing Report Card from the Desktop Version**

From the Main Menu, choose Report Cards/Attachments.

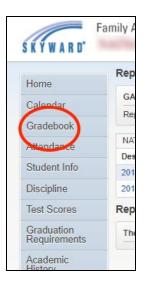


Click on the **Report Name** (progress report or report card) to view the current report card. Progress reports and report cards will only remain until the following marking period. At the end of the year, only the Final Report Card will remain in the attachments.

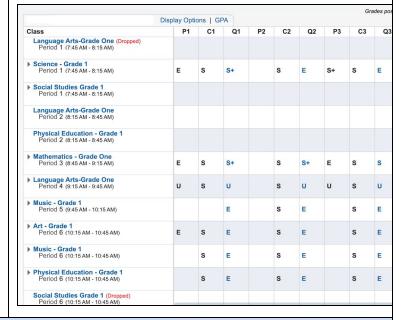


### **Accessing Gradebook the Desktop Version**

Login to Skyward Family Access, click on Gradebook.



Look for the Current Term. To see specific grades, find the matching quarter term and click on the letter grade to see details.



## **Grading Term Key**

ELEMENTARY MIDDLE/HIGH BLOCK

P1: Progress Report 1 P1: Progress Report 1 FALL Q1: Quarter 1 Q1: Quarter 1 Q1: Quarter 1 C1: Citizenship 1 C1: Citizenship 1 Q2: Quarter 2 P2: Progress Report 2 P2: Progress Report 2 SE1: Semester Exam 1 Q2: Quarter 2 Q2: Quarter 2 F1: Fall Semester 1 C1: Citizenship 2 C1: Citizenship 2 Q3: Quarter 3 P3: Progress Report 3 SE1: Semester 1 Exam Q4: Quarter 4 Q3: Quarter 3 S1: Semester 1 SE2: Semester Exam 2 EOC: End of Course Exam C1: Citizenship 3 P3: Progress Report 3 P4: Progress Report 4 Q3: Quarter 3 F2: Fall Semester 2 Q4: Quarter 4 C1: Citizenship 3 **SPRING** C1: Citizenship 4 P4: Progress Report 4 SQ1: Spring Semester Quarter 1 FIN: Final Grade Q4: Quarter 4 SQ2: Spring Semester Quarter 2 C1: Citizenship 4 SE1: Spring Semester Exam 1 SE2: Semester 2 Exam SS1: Spring Semester 1 S2: Semester 2 CN1: Citizenship Spring Quarter 1 CN2: Citizenship Spring Quarter 2 CN3: Citizenship Spring Quarter 3

Please contact your student's school if you cannot access the report card or grades.

CN4: Citizenship Spring Quarter 4