

Skyward Mobile App

(Updated 7/25/2016)

What is the Skyward Mobile App?

- The Skyward Mobile App is a free downloadable mobile app for Skyward. The App is available for Apple and Android mobile devices. It is a slimmed down version of Skyward designed for mobile devices. See below for more details on its functionality.

How do I install and configure it on my mobile device(s)? [View Video Directions](#)

- Go to the App store for your device and search for “Skyward”. The App is called “Skyward Mobile Access”. Download the App and Open it.
- Configure the app
 - Search by Postal Code (54868) and choose Rice Lake Area Schools
 - Enter your Skyward (or Family/Student Access) user id and password and Save
 - Enter a 4 digit PIN (of your choosing) to be used for this mobile device

Using the App

- After initial configuration, **the user should not have to reenter their Skyward username or password**. Each time they open the app, they will have to **enter the device PIN**. If they leave the app (move to another screen) and come back to the app, the user will have to reenter the device PIN as well.

- **Use the following precautions when sharing mobile devices with others (iPads, etc):**

- Close the Skyward Mobile App before allowing others to use the device
- Do not share the 4 digit PIN with anyone
- If logged into Skyward through a browser (rather than using the mobile app), exit Skyward before allowing others to use the device

Important!

- Family/Students Access users (**Parents/Students**):
 - [View Video Directions – Using Family Access](#)
 - [View Video Directions – Using Student Access](#)
 - Can view essentially all of the same data that you can via the full blow version of Skyward
 - [Report Cards](#) – available in the student’s “[Portfolio](#)”
- EA+ Users (**Teachers**): [View Video Directions](#)
 - Attendance – Can take it, cannot see a seating chart
 - Discipline – Add/submit referrals, view discipline offenses
 - Gradebook
 - Add assignments and enter scores (either by class or individual)
 - Accessing students not in your classes – Go through Student Management (see below)
- Student Management Users (**Non-Teaching District Personnel**): [View Video Directions](#)
 - Can view data in these areas (cannot edit/update)
 - Can enter referrals

I want to use my mobile device for Skyward but the Skyward Mobile App does not have enough functionality

- You can always open a browser (example: Google Chrome or Safari) on your mobile device and go to the district web site (www.ricelake.k12.wi.us) and click “Skyward Family Access”, then “[Family Access Login](#)”. You will have to enter your Skyward username and password each time you open and close your browser.