# Steps To Obtain Your Log On Information

- Log onto the school website at www.easttroy.k12.wi.us
- Click Family & Student Access
- Click Login





- Click 'Forgot your login or password?' on the login screen
- Enter Your Email Address
- Click Submit
- If your email matches the email address the district has on file, you will be sent an email containing your login and a link that can be used to reset your password. Be sure that your spam/junk filter is set to allow e-mails from skyward@.k12.wi.us.

The school district must have a matching email address on file for you to receive this log on information. To add your email address to the school's database, send it to <a href="mailto:dralis@easttroy.k12.wi.us">dralis@easttroy.k12.wi.us</a> along with your child's name and your name. If you do not have a valid email address, contact Lisa Dragotta at 262.642.6720 x 3225 to obtain your username and password.

#### **Contact Information**

Please contact your son/daughter's teacher directly for questions on grades. If you need additional assistance, please contact:

District Family Access Manager

Student Access Manager - 5th Grade

Lisa Dragotta

dralis@easttroy.k12.wi.us

262.642.6720 x 3225

Student Access Manager - Middle School

Lori Heckel

heclor@easttroy.k12.wi.us

262.642.6740 x 4500

**Student Access Manager - High School** 

Tami Bartoli

bartam@easttroy.k12.wi.us

262.642.6760 x 5253

# EAST TROY COMMUNITY SCHOOL DISTRICT

Committed to the Growth & Success of Each Student, Each Year



**Your District of Choice** 

Family & Student Access

2043 Division Street • East Troy, WI 53120 Phone: 262-642-6710 • Fax: 262-642-6712 www.easttroy.k12.wi.us

## **Family & Student Access**



#### You will be able to access:

- Academic history\*
- \* Activities\*
- Annual online registration
- \* Assignment grades (2nd-12th grades)\*
- Attendance calendar and detail of daily attendance\*
- \* Bus information via eLink
- Emergency notification contact information can be viewed and changed via Skylert
- Food Service account information, activity and make online payments
- Graduation requirements\*
- Locker assignment and combination\*
- \* Messages from your teachers and other school personnel\*
- Office visits can be viewed as well as immunization records viewed and printed if requested by family physician or for college admission
- Parent/teacher conference scheduling
- Report cards\*
- School and bus discipline referrals
- School fee account information, activity and make online payments
- Student demographic and emergency information can be viewed and changes requested
- Student directory and change personal display options

- \* Student portfolio\*
- \* Student schedules can be viewed and printed\*
- Student services program info
- \* Summer School registration
- \* Teacher comments regarding grades (2nd-12th Grades)\*
- Teacher provided e-mail links for easier communication between parents and teacher\*
- \* Test Scores\*

## **SMS Mobile App**

SMS Mobile works on Skyward's mobile platform, including Windows tablets and mobile devices, and allows you to access all their critical data through SMS mobile, too, including student schedules, grades, and attendance information. Parents can even email their students' teachers right through SMS Mobile! Note: all features may not be available on mobile devices.

- Android App on Google Play
- iPhone, iPad or iPod Touch
- Amazon Appstore



### **Frequently Asked Questions**

## Q. Does Family & Student Access cost money or is there a fee that I have to pay?

A. Family Access is provided free by the District.

#### Q. Can I change my username &/or password?

A: Yes, you can change your username/password by selecting "Account Info" in the upper right hand corner of the main page and then clicking on change my username/password.

#### Q. Can I change my email address?

A: Yes, you can change your email address by selecting "Account Info" in the upper right hand corner of the main page and then clicking on change email address.

## Q. With all the talk about Internet safety and security, how do I know Family Access is safe?

A: Family Access uses Secured Socket Layer (SSL) encryption as the security layer for data presented on the Web. This is the same encryption system used by sites that accept credit card numbers and other personal data that must be secure. Each individual must be given a user name and password and be designated as a member of a household linked to a student in order to view information.

## Q. Can other people see my child's personal information on Family & Student Access?

A: Family Access is password protected. As long as you keep your account login information in a safe place it is highly unlikely that anyone else will be able to access or view your child's personal information.

## Q. I have a child at Leona Doubek Elementary, Prairie View Elementary and East Troy High School. Do I need a unique username and password for each child?

A: No, one username and password will provide you with access to information for each child.

## Q. I can't get Family Access to work on my computer. What should I do?

A: Family Access is a Web-based product, so it should work on your computer like any other Web-based application. Family Access works best on the most recent version of your Web browser. If you can't load the Family Access login screen, make sure you have the right web site address/URL. You can access Family Access by going to www.easttroy.k12.wi.us and clicking on the Family Access icon in the upper-right corner of the homepage.

<sup>\*</sup>also available in Student Access