

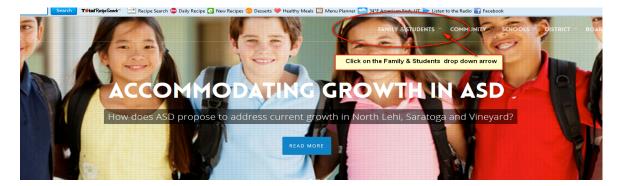


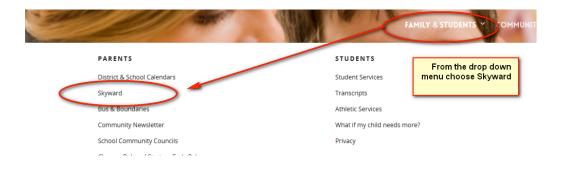
PARENT/GUARDIAN: SCHEDULING TEACHER CONFERENCES

\*\*\*\*\*CONFERENCES CANNOT BE SCHEDULED FROM MOBILE DEVICES\*\*\*\*\*

LOGIN TO SKYWARD USING YOUR PARENT LOGIN AND PASSWORD. YOU WILL NOT BE ABLE TO MAKE AN APPOINTMENT <u>IF YOU ARE LOGGING IN</u> <u>AS YOUR STUDENT.</u>

GO TO THE SKYWARD LOGIN SCREEN, ON THE ALPINE SCHOOL DISTRICT WEBSITE : <u>www.alpineschools.org</u>





IF YOU HAVE FORGOTTEN YOUR LOGIN AND PASSWORD:

CLICK ON "Forgot my login and password".

Login to Skyward. If you have forgotten your Login and/or password or never received it, click on ''Forgot your Login/Password''	SKYWARD* Alpine School District tudent Production - Live
Login	
	Sign In Forgot your Login/Password? 05. 13. 02. 00. 11-10.2
Login	Area: All Areas

YOU WILL ENTER YOUR EMAIL ADDRESS. THIS WILL BE YOUR HOME EMAIL ADDRESS THAT WAS PREVIOUSLY ENTERED IN SKYWARD.

S K Y W A R D	
Forgotten Login/Password Assistance	
Please enter your email address or user name. If it matches the email or user name 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.	
Email or User Name: Submit Back	
Enter the email address you gave the school for Skyward. Submit	

YOUR LOGIN AND PASSWORD WILL BE SENT TO YOUR EMAIL. IF YOUR EMAIL ADDRESS IS NOT IN SKYWARD, CONTACT THE SCHOOL AND HAVE THE SECRETARY ADD IT TO YOUR PROFILE. Choose your student ( you can choose "All Students" if you have mor than one child in this school) and click on "Teacher Conferences"

If you have more than one child in the same school, choose "All Students" and you will be able to make appointments for every child in the school from the same page.

Home		your child the drop	<b>☆</b> ▼	Dpcoming Events
Student Information Update	down have r	arrow if you nore than one n Alpine		Today, Tue Sep 16, 201 Teacher Conference 4:50 PM - 5:00 PM
Calendar		ol District.		Today, Tue Sep 16, 201
Gradebook				words from reading
Attendance				Today, Tue Sep 16, 201
Student Info	Click here			Absent
Schedule	Parent Tea Conference	e Appointment		Wed Sep 17, 2014
Test Scores				Absent
Teacher Conferences				Thu Sep 18, 2014 Absent
Academic History				Fri Sep 19, 2014
Portfolio				Absent
Skylert				Mon Sep 22, 2014
Login History				Absent
				Tue Sep 23, 2014

The Screen will now look like this:

Home	Teacher Conferences
Student Information Update	Scheduled Conferences Report Print All Scheduled Conferences
Calendar	Be NORTH POINT ELEMENTARY) View Scheduled Times   All Conferences
Gradebook	No teacher conferences are scheduled for this student.
Attendance	
Student Info	
Schedule	Click here to make
Test Scores	an appointment for Parent Teacher
Teacher Conferences	Conferences for this student.
Academic History	
Portfolio	

You will be scheduling your Parent Teacher Conference using one course.

You can choose your time slot by clicking on "All Conferences". Then you will click on the "Select a Time" under the "Status" column.

Home	Teacher Conferences								
	Scheduled Conferences Report	Scheduled Conferences Report							
Student Information Update	Print All Scheduled Conferences	Print All Scheduled Conferences							
Calendar		TARY) View Scheduled Times   All C	onferences						
Gradebook	All Conferences	Status	Class	Building/Room					
Attendance	Period 1 12:00 AM - 12:00 AM	Not Yet Scheduled (Select a Time)	Language Arts 4	207 / 117					
Student Info		1							
Schedule									
Test Scores		Click here to see the list of available times							
Teacher Conferences									
Academic History									
Portfolio									
Skylert									

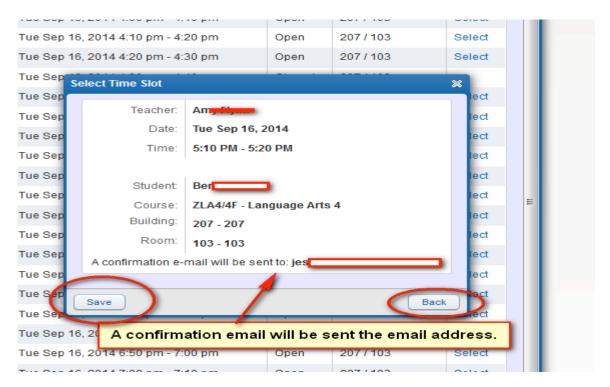
## The screen will look like this

Conference Time Slots	Status	Building/Room	
Tue Sep 16, 2014 4:00 pm - 4:10 pm	Open	207/103	Select
Tue Sep 16, 2014 4:10 pm - 4:20 pm	Open	207 / 103	Select
Tue Sep 16, 2014 4:20 pm - 4:30 pm	Open	207/103	Select
Tue Sep 16, 2014 4:30 pm - 4:40 pm	Closed	207/103	
Tue Sep 16, 2014 4:40 pm - 4:50 pm	Open	207/102	Select
Tue Sep 16, 2014 4:50 pm - 5:00 pm	Open*	207/103	Select
Tue Sep 16, 2014 5:00 pm - 5:10 pm	Open	207/103	Select
Tue Sep 16, 2014 5:10 pm - 5 Choos	se the date	/ 103	Select
Tue Sep 10, 2014 5.20 pm - 5	ne you want ick on the	/ 103	Select
	t" button for	/ 103	Select
Tue Sep 16, 2014 5:40 pm - 5 that da	ate and time.	/ 103	Select
Tue Sep 16, 2014 5:50 pm - 6:00 pm	Open	207/103	Select
Tue Sep 16, 2014 6:00 pm - 6:10 pm	Open	207/103	Select
Tue Sep 16, 2014 6:10 pm - 6:20 pm	Open	207/103	Select
Tue Sep 16, 2014 6:20 pm - 6:30 pm	Open	207/103	Select
Tue Sep 16, 2014 6:30 pm - 6:40 pm	Open	207/103	Select
Tue Sep 16, 2014 6:40 pm - 6:50 pm	Open	207/103	Select
Tue Sep 16, 2014 6:50 pm - 7:00 pm	Open	207/103	Select
Tue Sep 16, 2014 7:00 pm - 7:10 pm	Open	207/103	Select
Tue Sep 16, 2014 7:10 pm - 7:20 pm	Open	207/103	Select

Choose the date and time slot you want. A smaller information box will appear confirming the date and date and time.

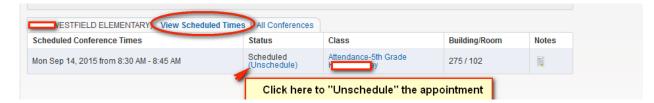
d Feb 4,	2015 4:15 pm -	4:30 pm	Open	125	Select		
d Fet	elect Time Slo	t	-		a lect		
d Fet	[				ect		
d Fet	Teacher:	Emi			ect		
d Fet	Date:	Wed Feb 4, 20	15		ect	=	
d Fet	Time:	3:45 PM - 4:00	PM		ect		
d Fet	Student:	Jasc	_		ect		
d Fet	Course:	ZATT5/51 - Att		the Constant	ect		
d Fet	Building:	125 - 125	endance-5	th Grade	ect		
d Fet	Room:	125 - 125			ect		
d Fet	A confirmation	n e-mail will be se	ent to: uritaa	driana@yahoo.co	m ect		
d Fet					ect		
d Fet	Save			B	ect		
Feb Back ect							
Feb 5, 2	2015 4:00 pm - 4	4:15 pm	Open	125	Select		
Feb 5, 2	2015 4:15 pm - 4	4:30 pm	Open	125	Select		

If you are okay with this date and time, click on the "SAVE" button. If you want to choose another time click on the "BACK" button. \*\*\*\*If the "Select" button does not work for you, it may be your Browser that is blocking it. Google Chrome can be a problem at times. Firefox works the best.\*\*\*\*



#### Your Parent Teacher conference is now scheduled.

### To "Unschedule" the appointment click on "View Scheduled Times"



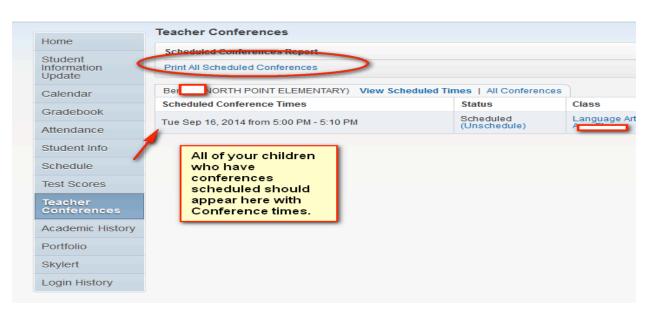
Home	Teacher Conferences			
	Scheduled Conferences Report			
Student Information Update	Print All Scheduled Conferences			
Calendar	BE NORTH POINT ELEMENTARY) View Schedu	Iled Times   All Conference	ces	
Gradebook	Scheduled Conference Times	Status	Class	Building/Room
Attendance	Tue Sep 16, 2014 from 5:00 PM - 5:10 PM	Scheduled (Unschedule)	Language Arts 4	207 / 103
Student Info				
Schedule				
Test Scores	Your Conferenc time is now scheduled.		n unschedule pointment	
Teacher Conferences		and sel	ect another clicking	
Academic History		here.		
Portfolio				
Skylert				
Login History				

You can now go back to the top of the screen to choose another one of your children to schedule their Parent Teacher conference. Click on the Drop down arrow at the top of the screen.

S K Y W A R D	Family Access Bk 💌 🔫	click here to change
Home	Teacher Conferences	students.
Student Information Update	Scheduled Conferences Report Print All Scheduled Conferences	
Calendar		NTARY) View Schedu
Gradebook	Scheduled Conference Times	
Attendance	Tue Sep 16, 2014 from 5:00 PM -	- 5:10 PM

# All Conference Times you have scheduled will appear under "View Scheduled Times" .

Teacher Conferences			
Scheduled Conferences Re	port		
Print All Scheduled Conference	es and a second s		
Jaso	View Scheduled Times   A	Conferences	
All Conferences	Status	Class	Bu
Period 1 12:00 AM - 12:00 AM	Not Yet Scheduled (Select a Time)	Attendance-5th Grade	12



## You can also print your scheduled Conferences.

The Print out will look like this.

12/31/2013 TIME	BUILDING	ROOM	TEACHER	COURSE	STUDENT
3:30 pm - 3:45 p		101	Cheryl Naegle	Attend-5th Grde	Kade
3:45 pm - 4:00 p	pm 175	103	Jenna Berry	Attend-3rd Grde	Jace

The Parent Teacher Conferences will show on the school Calendar. If you mouse over the time of the Conference, you will see more detailed information.

	Previous Mo	onth	D	ecember 201	.3		Next Month
	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<u>55</u>	1	2	3 Pg. 917-918 (A) Pg. 925-926 (A-)	4 Polygon Test (A-)	5 ADD 1-3 (A) Fun With Coordii (A)	6 Tazio Nuvolari (A) WTW Homework (A) WTW Journal #: (A) WTW wk#12 Te: (A) Coordinate Plane (A) Coordinate Plane (N)	7
	8	9	<u>10</u> pg. 951-954 (A-)	11 Pg. 957-960 (B+)	12 Practice 1 &2 (A)	13 WTW wk#13 HW (A) WTW wk#13 Jot (A) WTW wk#13 Te:	14
5	15	16	<u>17</u> Calculating Volur (A)	18	19	20	21
	22	23 No School	24 No School	25 No School	26 No School	27 No School	28
	29	30 No School	31 No School TC: 3:30 pm- 3:45 pm TC: 3:45 pm- 4:00 pm	>			