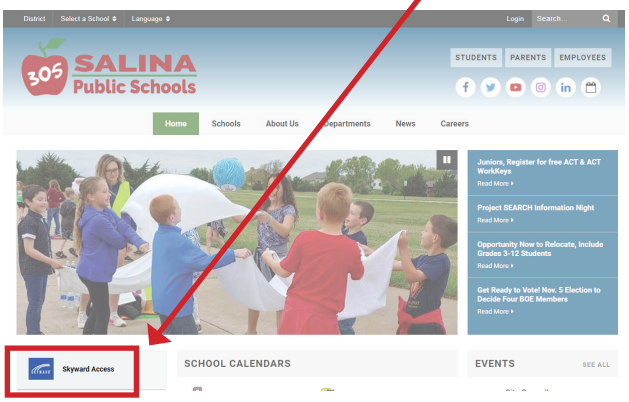
How to access Skyward and update contact information

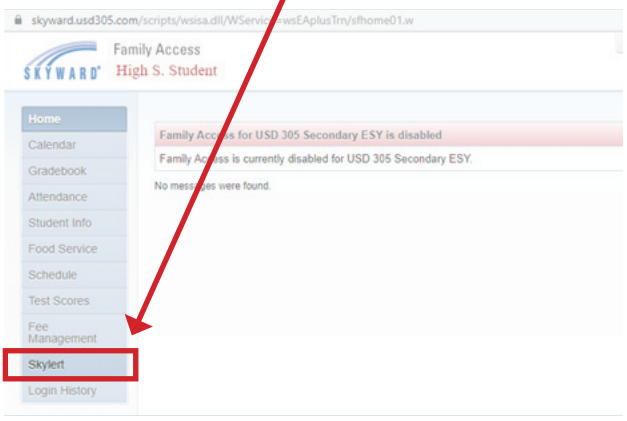
To update guardian contact information and message notification preferences, the guardian must access Skyward using a web browser.

1 Find the the Skyward Access link on the usd305.com homepage and click on it.

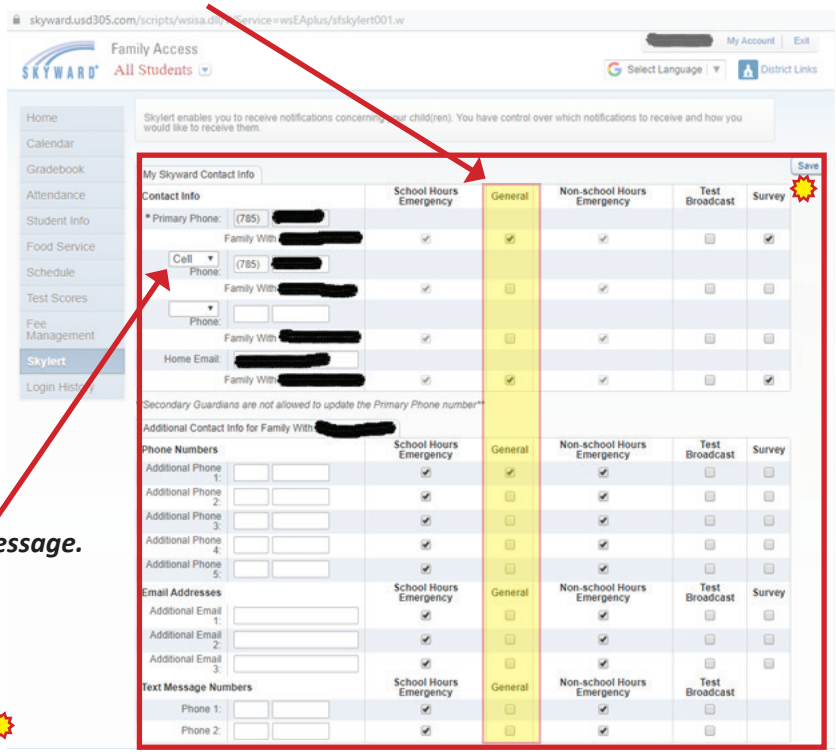


2 Login with the ID and Password received at enrollment.

3 Click on the Skylert link in the left hand vertical menu.



4 Update phone numbers and email as necessary. Check the box to select which type of messages each will receive. **Please Note: The majority of messages are sent "General." We strongly recommend checking this box.**



Update or add cell number(s) to enable text messaging. You will need to opt-in via text message.

5 ***Be sure to click the Save button once you have updated your contact information!***