

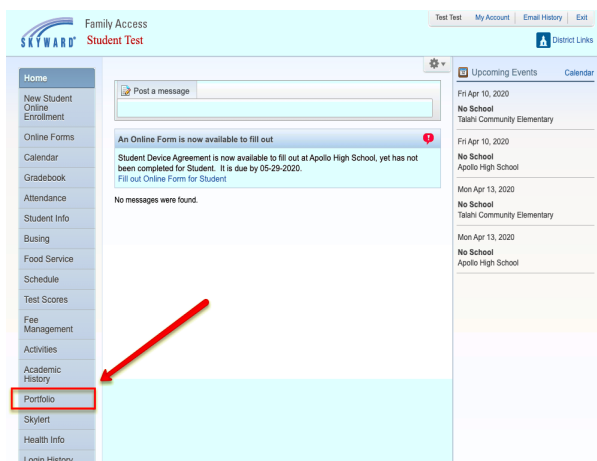
How to View Report Cards in Skyward Family Access

Please follow the process below to view your child's report card in Skyward Family Access

Login to Skyward Family Access



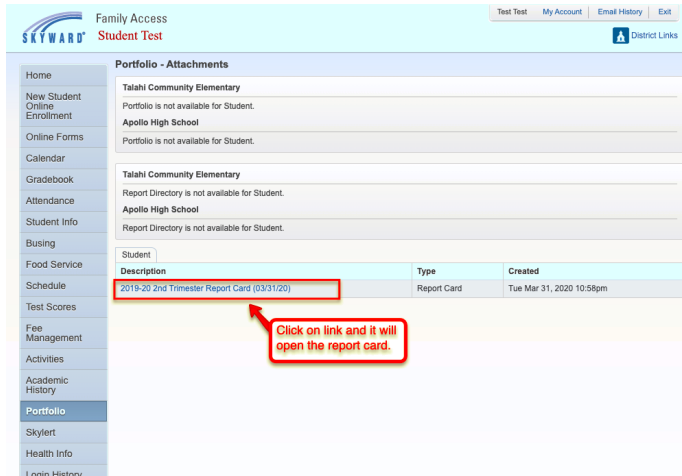
Once logged into Family Access, it will display your home screen. Select **“Portfolio”** on the left as shown below.



Once you have selected “**Portfolio**”, it will display the “**Portfolio - Attachments**” screen as shown below.

This area displays all report cards that have been generated for your student. Select the appropriate year and grading period link and your child’s report card will display.

Please Note: If you have multiple students within the district, you will see an area displayed for each of them with their attachments listed below.



The screenshot shows the 'Family Access Student Test' interface. On the left is a navigation menu with 'Portfolio' selected. The main content area is titled 'Portfolio - Attachments' and lists two schools: 'Talahi Community Elementary' and 'Apollo High School'. For each school, it states 'Portfolio is not available for Student.' Below this is a table with columns 'Description', 'Type', and 'Created'. The first row in the table is highlighted with a red box and contains the text '2019-20 2nd Trimester Report Card (03/31/20)', 'Report Card', and 'Tue Mar 31, 2020 10:56pm'. A red callout bubble with an arrow points to the link in the 'Description' column, containing the text 'Click on link and it will open the report card.'

If you have any questions or concerns regarding your child’s report card, please contact the main office of your child’s school.