Setting Up Skyward Dashboard

ETWAR

Adding Gradesheet Tiles

- 1. Open Skyward and click on the 3 Lines to open the Main Menu.
- 2. Click on GRADEBOOK & select GRADESHEET.

2 - PRAIRIE-HILLS IR HIGH		Click	
H GRADE ELA	8TH GRADE ELA	8114 GRADE ELA	
A1801 / 16	ELA1801 / 22	ELA 1601 / 27	
riod 1	Period 3	Period 5	
R - Year	YR - Year	VR - Naza	
//2/2022 - 06/02/2023	08/24/2022 - 06/02/2023	08/24/2022 - 06/02/2023	
8.C.D.E	A.B.C.D.E	A.B.C.D.E	

- 4. Click on the MORE OPTIONS menu on the right-hand side.
- 5. Select ADD GRADESHEET TILE TO DASHBOARD.



7. Click on the house icon to return to your dashboard. You will see the gradesheet tiles that you have added to your dashboard.



3. Click on one of your classroom tiles.



 Click on the dropdown menu to select a different section/period. Repeat steps 4 & 5 for the rest of your sections.



Adding Daily Attendance Tile

1. Open Skyward and click on the 3 Lines to open the Main Menu.

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In the field of th	Prairie Hills Jr. High School (PHUH) - 1002						
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	Assessment FEATURES Astendance and action Chart						
TENDANCE.	Conference REPORTS Attendance Totals for Students						
	Gess Attendance Totals Class Attendance Totals Daily Attendance Class Roster By Teacher Teacher Class Attendance						

2. Click on ATTENDANCE & select DAILY ATTENDANCE.

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tendance Class List					
2 - PRAIRIE-HILLS JR. I	HIGH SCHOOL (PHJH)				
H GRADE ADVISORY	RTH GRADE ELA	RTH GRADE ELA			
5 / 13	ELA1801 / 16	ELA1801/22			
Period	Period 1	Period 3			
P. Vees	YR - Year	YR - Year			
- rear	08/24/2022 - 06/02/2023	08/24/2022 - 06/02/2023			
8/24/2022 - 06/02/2023					
8/24/2022 - 06/02/2023 A.B.C.D.E	1:A,B,C,D,E; 2:A,B,C,D,E	3:A,B,C,D,E; 4:A,B,C,D,E			
A,B,C,D,E	1:A,B,C,D,E; 2:A,B,C,D,E	3:4,8,C,D,E; 4:4,8,C,D,E			

3. Click on the STAR icon to add ATTENDANCE as a favorite on your dashboard.

Adding Reports Tile

- 1. Open Skyward and click on the 3 Lines to open the Main Menu.
- 2. Click on REPORTING & select REPORT.





3. Click on the STAR icon to add REPORTS as a favorite on your dashboard.

Adding Student List Tile

1. Open Skyward and click on the 3 Lines to open the Main Menu.



2. Click on STUDENT & select STUDENT LIST.

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- 3. Click on the STAR icon to add STUDENT LIST as a favorite on your dashboard
- 4. Click on the house icon to return to your dashboard.

Your dashboard should now have all of your tiles for easy access.

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Teacher Ac	cess									
Atte	ndance Class List	Student List	Reporting Reports	Gradesheet BTH GRADE ELA Section 16 Period 1	о А +	Gradesheet 8TH GRADE ELA Section 22 Period 3	°	Gradesheet 8TH GRADE FLA Section 27 Period 3	o	