

The Annual Student Update is not available on the Mobile App
Please sign into Skyward through our website: www.rainier.wednet.edu

On a computer or laptop, scroll 1/2 way down our main page and please click the circle that says Family Access Grades.

If you're on a smaller device, click the menu button right below the RSD Logo, click popular links, then Family Access Grades.

If you have not received your Login ID, please contact your child's school. If you did not receive a temporary password, click "Forgot your Login/Password?" and a password reset will be sent to the email on file when your registered your child.

Once you have entered the login ID and password please make sure Family/Student Access is selected from the Login Area at the bottom (2) and then click the Sign In button (3)

RAINIER SCHOOL DISTRICT
"Home of the Cougars, Mountain Lions, and Mountaineers"

SKYWARD
RAINIER S D NO 307
RAINIER SCHOOL DISTRICT NO. 307

1 Login ID:
Password:

Sign In 3
Forgot your Login/Password?
05.20.05.00.05

Login Area: All Areas 2

Welcome to the Rainier School District!

If you are logging in for the first time you MAY be prompted to change your password if you have not already done so.

Expired Password
Your password has expired. Please enter a new password.

Name: **Blackman, Rebecca**
Login: **rblackman**
New Password:
Confirm New Password:

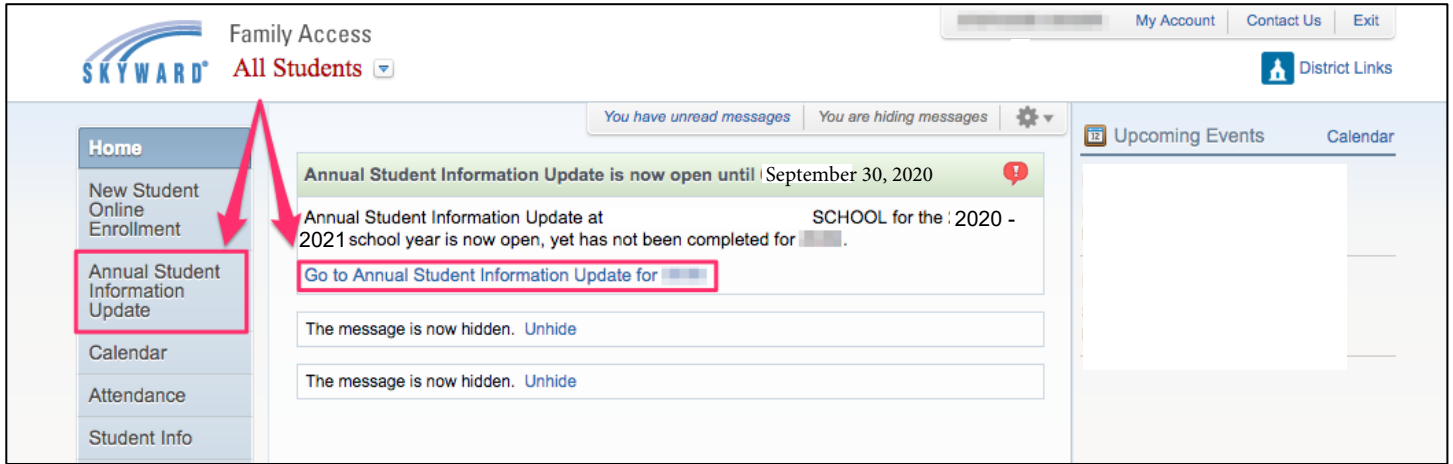
Submit

Minimum Password Length:
Number of Passwords Before Reuse:

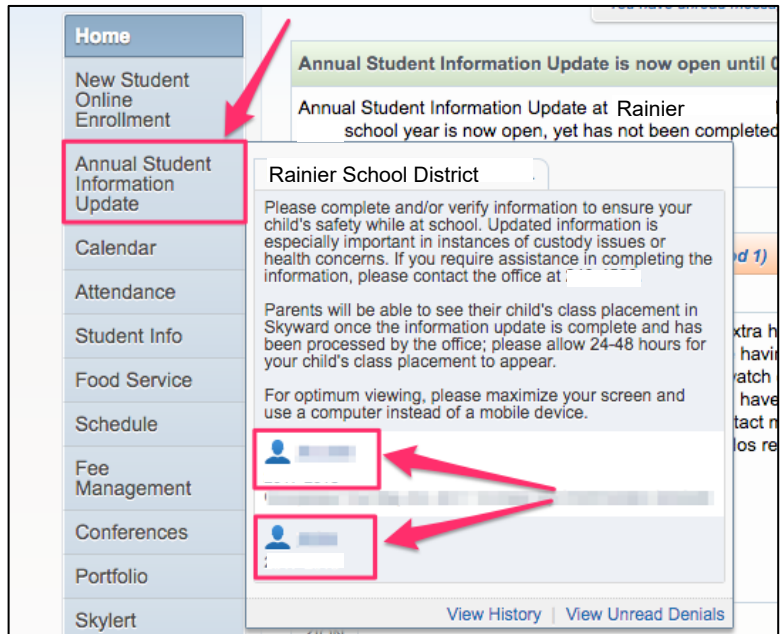
Name Used As: **SECURITY USER**
STAFF

Completing the Annual Student Information Update in Skyward Family Access

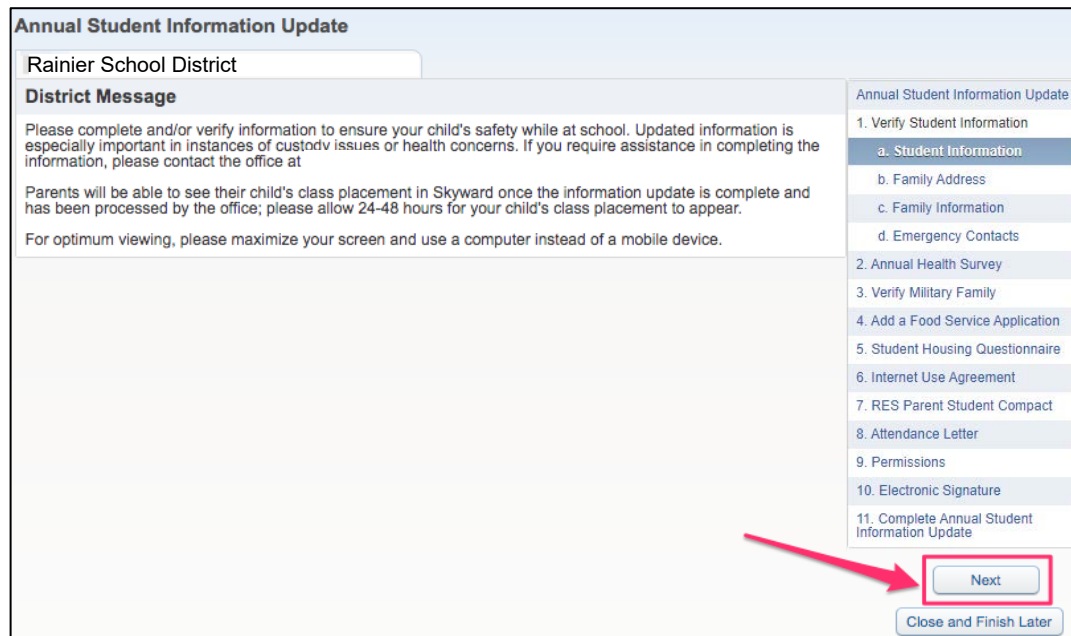
1. In Family Access, click on **Annual Student Information Update** on the left side, or click **Go to Annual Information Update for [student's name]** on your wall messages.



2. If you clicked on **Annual Student Information Update** on the left side, you will see the district message above your student's name. If you have more than one student, you must complete the update for each of them; click on the student you wish to update.



3. The first screen will display the district message; please read the message, then click **Next** on the right side of the screen.



4. For each step, complete and/or verify the information, then click **Complete Step xx and move to Step xx**. This will move you through each step of the update.

A screenshot of a web form with a sidebar on the left containing menu items: Fee Management, Conferences, Portfolio, Skylert, and Health Info. The main form area contains fields for Street Number, Street Dir, Street Name, SUD, #, P.O. Box, Address 2, Zip Code, Plus 4, and City/State. A red arrow points from the 'Complete Step 1a and move to Step 1b' button, which is highlighted with a red box.

5. When you have completed all of the steps, you will come to a screen that allows you to click **Submit Annual Student Information Update**. All steps must be completed in order to submit the update. You can confirm that each step is complete by ensuring there is a green check mark to the left of the step on the right side of your screen.

If all steps are complete, you can click **Submit Annual Student Information Update**. If you need to save your progress and come back later to complete the update, click **Close and Finish Later** on the bottom right side of your screen.

A screenshot of the 'Review Annual Student Information Update Steps' screen. The left sidebar lists menu items: Annual Student Information Update, Calendar, Attendance, Student Info, Food Service, Schedule, Fee Management, Conferences, Portfolio, Skylert, Health Info, and Login History. The main content area shows a list of 8 steps, each with a green checkmark and a completion time. Below the list are fields for Guardian Name and Guardian Address, and a 'Submit Annual Student Information Update' button highlighted with a red box. On the right side, a vertical list of steps is shown with green checkmarks and completion times. At the bottom right, there are 'Previous Step', 'Next Step', and 'Close and Finish Later' buttons, with the latter highlighted by a red box. A red arrow points from the 'Submit Annual Student Information Update' button to the 'Close and Finish Later' button.

6. Once you have submitted the update, you will see a screen confirming that the update was successfully completed. If you click on **Annual Student Information Update** on the left side of the screen, you will see the date and time the update was completed for each student. Please ensure that each student's update is completed before

You will be able to view your student's class placement in Skyward (in the Schedule tab) once you have completed the information update and it has been processed by the office; please allow 24-48 hours for your child's class placement to appear.

A screenshot of the 'Annual Student Information Update' confirmation screen. The left sidebar lists menu items: Home, New Student Online Enrollment, Annual Student Information Update, Calendar, Attendance, Student Info, Food Service, Schedule, Fee Management, Conferences, Portfolio, and Skylert. The main content area shows a confirmation message: 'Annual Student Information Update was successfully completed and submitted'. Below this is a 'Go back to review completed steps' link. A large text block explains the importance of the update and provides instructions. At the bottom, there are two rows of student information, each with a green checkmark and completion time: 'Completed Tue 10:43am by' and 'Completed Wed 3:15pm by'. At the very bottom, there are 'View History' and 'View Unread Denials' links.