

Skyward Standards Gradebook

In Skyward, there are many ways to do one task. Below are steps and screenshots on how to do each of the following. Click below to jump to that portion of the directions.

[To Enter Grades](#) [To Enter Comments](#) [To Remove NEW from Students](#) [To Print Progress Reports](#)

[To Use the Student Name Screen \(for Grades, Removing New, Adding Comments, etc. \)](#)

To Enter Grades: (two options)

Option 1- By Subject/Skill

Students		Wed 11/11 Atnd	NW1 Read	NW1 Read Names	NW1 Read Print
1	Amato Zoey			+	+
2	Bowen Emma	NEW			
3	Calde Oscar			+	+
4	Carlu Madis			+	+
5	Cleme Mia			+	+
5	Cuna Giuli			+	+
7	Donov Ian			+	+
3	Galin Carlo			+	+
9	Gallo Nicko			+	+
10	Gottu Travi			-	+
11	Grubb Lande			+	+
12	Ko John			+	+

- Log in to **Gradebook**
- Double Click on the **column skill**

Students	Grade	Override for Med, Inc or Exempt	NW1
1 Amato Zoey			+
2 Bowen Emma			-
3 Calde Oscar			+
4 Carlu Madis			+
5 Cleme Mia			+
5 Cuna Giuli			+
7 Donov Ian			+
3 Galin Carlo			+
9 Gallo Nicko			+
10 Gottu Travi			-
11 Grubb Lande			+
12 Ko John			+
13 Lee Grace			+
14 Lozan Micah			+
15 Magli Coy			+
16 Matth Alexa			+
17 McMul Savan			+
18 Perez Julio			-
19 Risin Kelse			+
20 Talle Jody			+

- Enter grades by **either Mass Assign** at the top **or individually by student**

*The previous NW assessment will show in the far right column for reference.

Option 2: Quick Scoring

- Click on **Quick Scoring** tab on the top right side

EDUCATOR SKYWARD ACCESS plus

BAY COLONY ELEMENTARY SCHOOL
Teacher: Rebecca Gibb Class: K000 / 03 Prd:1 Kindergarten

View Tutor Customer A
My Print Que

Home Page | My Gradebook | Main Screen

Other Access | Classes | Events | Comments | Attendance | Grade Marks | Grade Posting Status | Reports | Display Options | **Quick Scoring** | E

Students	Wed 11/11 Atn	NW1 Read	NW1 Read Names	NW1 Read Print	NW1 Read Follo	NW1 Read One t	NW1 Lette	NW1 Lette Lette	NW1 Lette Lette	NW1 Lette Writi	NW1 Lette Slight	NW1 Mathe	NW1 Mathe Ident	NW1 Mathe Class	NW1 Numer
1 Amato Zoey		+	+	+	+		+	+	+	+	+	+	+	+	+
2 Bowen Emma	NEW														
3 Calde Oscar		+	+	+	+		+	+	+	+	+	+	+	+	+
4 Carlu Madis		+	+	+	+		+	+	+	+	+	+	+	+	+
5 Cleme Mia		+	+	+	+		+	+	+	+	+	+	+	+	+
6 Cuna Giuli		+	+	+	+		+	+	+	+	+	+	+	+	+
7 Donovan Ian		+	+	+	+		+	+	+	+	+	+	+	+	+
8 Galin Carlo		+	+	+	+		+	+	+	+	+	+	+	+	+
9 Gallo Nicko		+	+	+	+		+	+	+	+	+	+	+	+	+

- This will allow you to score across using the Tab key or down quickly

*There is no mass assign, but if you feel a student has mastered the skill you can mark it across here.

dickinsonisd.org https://sisweb.dickinsonisd.org/scripts/cgiip.exe/WSservice=wsEAplus/sapgrb/

EDUCATOR SKYWARD ACCESS plus

BAY COLONY EL
Teacher: Rebecca Gibb

Quick Scoring

Students	NW2 Read	NW2 Read Names	NW2 Read Print	NW2 Read Follo	NW2 Read One t	NW2 Read Ident	NW2 Read Puts
1 Amato Zoey			*	*	*	*	*
2 BowenEmma			*	*	*	*	*
3 Calde Oscar		*	*	*	*	*	*
4 Carlu Madis		*	*	*	*	*	*
5 Cleme Mia		*	*	*	*	*	*
6 Cuna Giuli		*	*	*	*	*	*
7 Donovan Ian		*	*	*	*	*	*
8 Galin Carlo		*	*	*	*	*	*
9 Gallo Nicko		*	*	*	*	*	*
10 Gottu Travi		*	*	*	*	*	*

[Back to Top](#)

To Add Comments:

- Click on **Comments** tab

EDUCATOR ACCESS^{plus}

Home Page | My Gradebook | Main Screen

Other Access ▾ Classes ▾ Events ▾ **Comments** ▾

Students		Wed 11/11 Atnd	NW1 Readi -	NW1 Readi Names	NW Rea Prr
1	Amato Zoey			+	+
2	Bowen Emma NEW				
3	Calde Oscar			+	+
4	Carlu Madis			+	+
5	Cleme Mia			+	+
5	Cuna Giuli			+	+
7	Donov Ian			+	+
3	Galin Gado			+	+

- Click **Post Comments**

Grade Period(s) Open for Comment Posting	
<p>10/26/2009 to 01/15/2010 NINE WEEKS 2</p> <p>This grade period is open to post comments.</p> <p>Click the Post Comments link to enter comments for this period.</p>	Post Comments
Previous Grade Periods	
<p>08/24/2009 to 10/23/2009 NINE WEEKS 1</p> <p>This grade period is closed and comments may no longer be posted to it.</p> <p>Click the Display Comments link to view comments for this period.</p>	Display Comments
Upcoming Grade Periods	
<p>01/20/2010 to 03/26/2010 NINE WEEKS 3</p> <p>This grade period is not yet open for posting comments.</p> <p>Click the Display Class link to view this period</p>	Display Class
<p>03/29/2010 to 06/03/2010 NINE WEEKS 4</p> <p>This grade period is not yet open for posting comments.</p> <p>Click the Display Class link to view this period</p>	Display Class

- Click to **View Comment Codes**

[View Comment Codes](#) | [Show Dropped Students](#) | [Alert Legend](#)

Grade	First Name	Last Name	Alerts	C1
Default blank comments to:				<input type="text"/>
2022	Zoey Annette	Amato	<input type="text"/>	<input type="text"/>
2022	Emma Paige	Bowen	<input type="text"/>	<input type="text"/>
2022	Oscar Arturo	Calderon	<input type="text"/>	<input type="text"/>
2022	Madison Marie	Carlucci	<input type="text"/>	<input type="text"/>
2022	Mia Ashley	Clements	<input type="text"/>	<input type="text"/>
2022	Giuliano	Cuna	<input type="text"/>	<input type="text"/>
2022	Ian Warren	Donovan	<input type="text"/>	<input type="text"/>
2022	Carlos Sebastian	Galindo	<input type="text"/>	<input type="text"/>
2022	Nickolas	Gallo	<input type="text"/>	<input type="text"/>
2022	Travis Alan	Gottula	<input type="text"/>	<input type="text"/>
2022	Landen James	Grubbs	<input type="text"/>	<input type="text"/>
2022	John Seo	Ko	<input type="text"/>	<input type="text"/>
2022	Grace Daniella	Lee	<input type="text"/>	<input type="text"/>

Code	Description
A	CURRENTLY PASSING
B	BORDERLINE GRADE 70-75
C	FAILING GRADE BELOW 70
D	FAILING GRADE BELOW 50
E	LOW DAILY GRADES
F	LOW TEST GRADES
G	INCOMPLETE/MISSING ASSIGNMENTS
H	FAILURE TO RETEST/MAKEUP WORK
I	LACK OF MATERIALS
J	LACK OF EFFORT
K	EXCESSIVE ABSENCES
L	OFF TASK/DISRUPTIVE BEHAVIOR
M	RECOMMEND TUTORIAL ATTENDANCE
N	DOING GREAT
O	GOOD EFFORT
P	GOOD ATTITUDE
Q	TEACHER REQUESTS A CONFERENCE
R	TOO TALKATIVE
S	TARDIES
T	POOR ATTITUDE

- Select the Code and place into one of the column on the Comment screen.

You can enter up to 3.

[Back to Top](#)

To Remove NEW from your Gradebook:

The screenshot shows the top navigation bar with the URL <https://sisweb.dickinsonisd.org> and the Skyward Educator Access Plus logo. Below the logo are links for Home Page, My Gradebook, and Main Screen. A menu bar contains Other Access, Classes, and Events. The main content area shows a date header for Wednesday, 11/11, and a table of students. The student list includes Amato Zoey, Bowen Emma (with a yellow 'NEW' tag), Calde Oscar, Carlu Madis, Cleme Mia, and Cuna Giuli.

- Click on the **NEW** button next to the student name

- In the next screen, **check the box** to Do Not Display NEW and hit the **BACK** button.

The screenshot shows the 'New Student' confirmation screen. The header includes the school name 'BAY COLONY ELEMENTARY SCHOOL', teacher 'Rebecca Gibb', and class 'K000 / 03 Prd:1 Kindergarten'. The main text states 'Emma P Bowen was added to this class on Tuesday, November 10 2009'. A checkbox labeled 'Do not display NEW by this student's name.' is checked and highlighted with a red box.

[Back to Top](#)

To Print Progress Reports

- From the main screen, select Reports/ Progress Reports

The screenshot shows the Skyward Educator Access Plus interface for BAY COLONY ELEMENTARY SCHOOL. The teacher is Rebecca Gibb, and the class is K000 / 03 Prd:1 Kindergarten. The Reports menu is open, and the Progress Report option is highlighted with a red box.

Students	Wed 11/11 Atnd	NW1 Readl	NW1 Readl Names	NW1 Readl Print	NW1 Readl Follo	NW1 Readl One t	NW1 Lette	NW1 Lette	NW1 Let
1 Amato Zoey		+	+	+	+		+	+	
2 Bowen Emma	NEW!								
3 Calde Oscar		+	+	+	+		+	+	
4 Carlu Madis		+	+	+	+		+	+	
5 Clerne Ma		+	+	+	+		+	+	
6 Cuna Giul		+	+	+	+		+	+	
7 Donov Ian		+	+	+	+		+	+	
8 Galin Carlo		+	+	+	+		+	+	
9 Gallo Nicko		+	+	+	+		+	+	
10 Gottu Travi		-	+	+	-		+	+	
11 Grubb Lande		+	+	+	+		+	+	
12 Ko John		+	+	+	+		+	+	
13 Lee Grace		+	+	+	+		+	+	
14 Lozan Micah		+	+	+	+		+	+	

The screenshot shows the Report Template selection screen in Skyward Educator Access Plus. The class is K000 / 03 Prd:1 Kindergarten, and the report is a Progress Report. The template list is shown, and the 'Clone Template' button is highlighted with a red box.

Seq #	Report Template Name
90	Progress Report 1
900	All Skills;All Events;Attny;Grade Mark Legend;Sig
911	Graded Skills;Graded Events;Attny;Grade Mark Legend;Sig
920	All Skills;No Events;Attny;Grade Mark Legend;Sig
930	Graded Skills;No Events;Attny;Grade Mark Legend;Sig
940	Current Term Only;All Skills;All Events;Attny;Grade Mark Legend;Sig
950	Current Term Only;All Skills;No Events;Attny;Grade Mark Legend;Sig
960	Current Class Only;All Skills;All Events;Attny;Grade Mark Legend;Sig
970	Current Class Only;All Skills;No Events;Attny;Grade Mark Legend;Sig
980	Current Term Only;Current Class Only;All Skills;All Events;Attny;Grade Mark;Sig

- Select #900 (recommended)
- Click on Clone Template
- Rename it (ex. Progress Report) and Save

- From the screen below, select the specific areas you wish to display and click **Save**

The screenshot shows a web browser window titled "Skyward Educator Access Plus - Mozilla Firefox". The address bar shows the URL "https://sisweb.dickinsonisd.org/scripts/cgipip.exe/WService=wsEAplus/seprpt27.w". The page header includes the "EDUCATOR ACCESS plus" logo and a "My Print Queue" link. The main content area is titled "Select Parameters for Progress Report for K000 / 03 Prd:1 Kindergarten".

10 - Progress Report 1

Grading Period
Show Student Grades for Term: Current Term : 10/26/2009 - 01/15/2010

Options
Display Skills: All Graded Only
Display Events: All Graded Only None
 Print Attendance
 Show Grade Mark Legend
 Print Signature Line
 Print Dropped Classes
 Display Only the Selected Term
 Print for this class only
 Display Teacher's Log

Free Form Header
Label 1: + = Mastered
Label 2: - = Not Mastered

Free Form Footer
Label 1: S = Satisfactory
Label 2: N = Needs Improvement
Label 3: U = Unsatisfactory
Label 4:

Buttons: Save, Undo, Back

*You can also print other reports that are available here. Make sure to Clone the template that has the parameters/ 'look' you prefer, then rename it for easier future use.

[Back to Top](#)

To Use Student Name Screen

- Click on a **student name**
- The current grading period will display (all will display if you choose by going into **Gradebook/Display Options/Grade Period Display**).
- From there you will see the following tabs to allow you to do each of the following as the previous directions have shown:
 - Add Comments
 - Remove NEW from Student
 - Enter Scores for Skills
 - Access Reports to Print

Students	Wed 11/11 Atnd	NW1 Readi	NW1 Read Names	NW1 Read Print
1 Amato Zoey		-	+	+
2 Bowen Emma NEW				
3 Calde Oscar			+	+
4 Carlu Madis			+	+
5 Cleme Mia			+	+
5 Cuna Giuli			+	+
7 Donov Ian			+	+
3 Galin Carlo			+	+
9 Gallo Nicko			+	+
10 Gottu Travi			-	+
11 Grubb Lande			+	+
12 Ko John			+	+

[Home Page](#) | [My Gradebook](#) | [Main Screen](#) | [Student Options](#)

Bowen, Emma P

All Events | Missing Events (0) | **Comments** | **New Student**

[Special Codes](#) | [Grade Marks](#) | [Teacher's Log](#) | **Reports** | [Enter Scores for Skills](#)

Academic Area	NW1	NW2	S1	NW3	NW4	S2	AVG
Reading and Writing Skills							
Names letters of alphabet in sequence							
Prints first name correctly							
Follows left to right progression							
One to one word matching							
Identifies capital letters in a text							
Puts 3 events in sequence							
Recognizes parts of a book/offers information							
Isolates beginning sounds							
Prints last name correctly							
Produces rhyme							
Identifies where a sentence begins and ends							
Identifies ending sounds							
Blends sounds to read							
Blends sounds to write							
Reads with assistance							
Reads independently							
Reading Benchmark Grade							
Letter/Sound Relationships							
Letter identification (capital and lowercase - 13 or more)							

[Back to Top](#)