

Skyward User's Manual

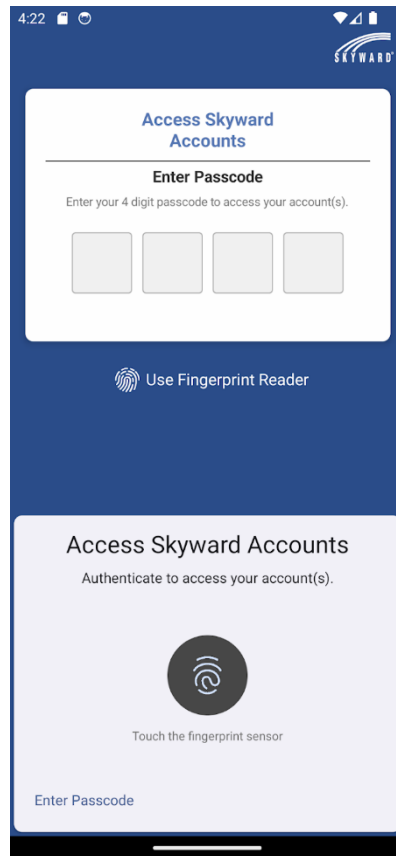


Skyward Mobile Access App -

Prepared for
Leon County School District

Date: August 6, 2025

Version 1.0



The screenshot displays two sequential screens of the Skyward Mobile Access App. The top screen, titled "Access Skyward Accounts", prompts the user to "Enter Passcode" with the instruction "Enter your 4 digit passcode to access your account(s)". It features four empty square boxes for the passcode and a "Use Fingerprint Reader" option below. The bottom screen, also titled "Access Skyward Accounts", prompts the user to "Authenticate to access your account(s)" and shows a circular fingerprint sensor icon with the instruction "Touch the fingerprint sensor". A link to "Enter Passcode" is visible at the bottom of this screen.

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DOCUMENT CONTROL

Author		Skyward Management Team	
Title		Skyward Mobile Access App	
File Name		Skyward Mobile Access App	
Milestone		End User Training	
Last Edited		8/6/2025 4:38 PM	
Number of Pages		4	
Version	Revision Date	Revision Comments	Author
1.0	8/6/2025	Created Document [Template]	Scott Whittle

Using the Skyward App

- If the app is **not working**, please **delete it** and **reinstall** it from your device's app store.
- Search for **"Skyward Mobile Access"** in your device's app store and install it.



Skyward Mobile Access

Skyward, Inc

Designed for iPad

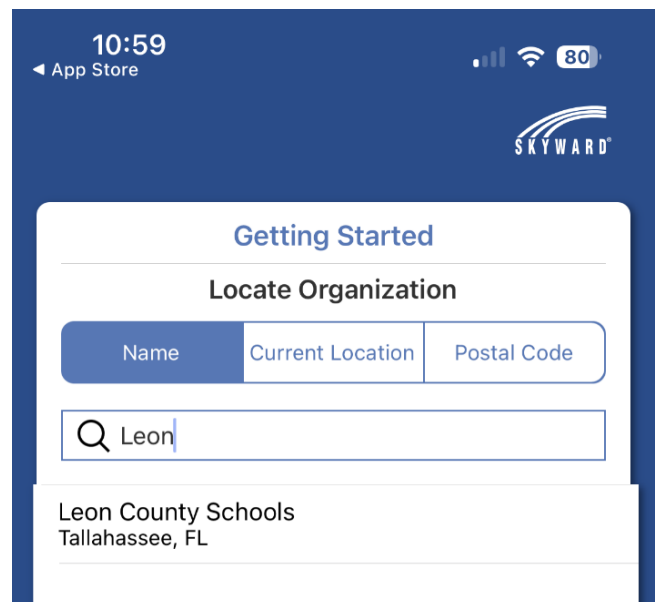
#14 in Education

★★★★★ 1.8 • 2.6K Ratings

Free

Setting up the App:

1. **Open the app.**
2. **Locate your organization** by typing **"Leon "**.
3. Select **"Leon County Schools"** from the list.

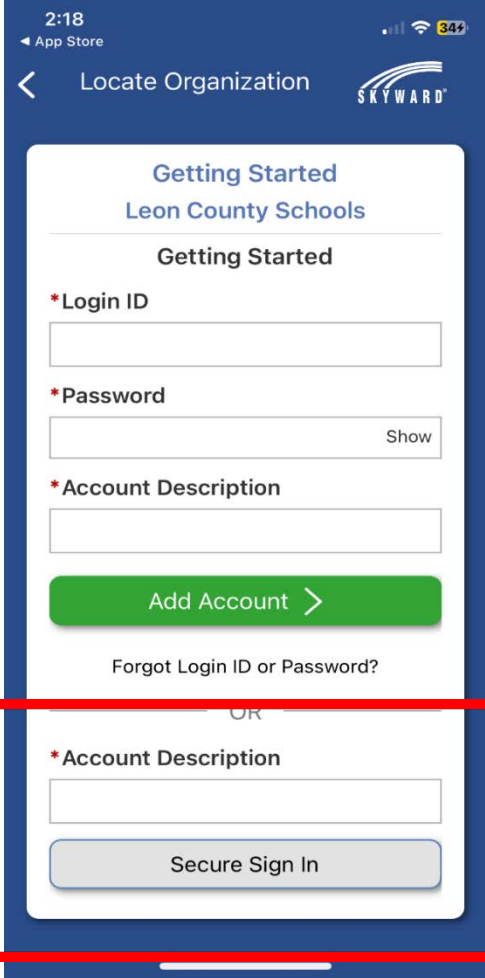


Download:



Logging into the App:

1. On the “**Getting Started**” screen:
 - **Do not** fill out the first section.
 - Scroll down to the **last box** labeled “**Account Description**”.
 - Enter a description (e.g., “LCS Access”) and tap “**Secure Sign In**”.
 -
2. Enter your **email** and **password**.
 - For **new employees**, your email format is: PID@leonschools.net



2:18
App Store

< Locate Organization SKYWARD

Getting Started
Leon County Schools

Getting Started

*Login ID

*Password
 Show

*Account Description

Add Account >

Forgot Login ID or Password?

OR

*Account Description

Secure Sign In