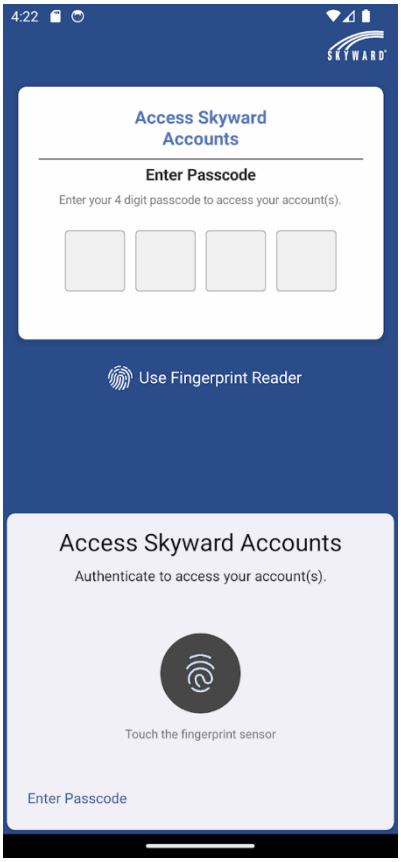
Skyward User's Manual

Skyward Mobile Access App -

Prepared for
Leon County School District

Date: August 6, 2025
Version 1.0



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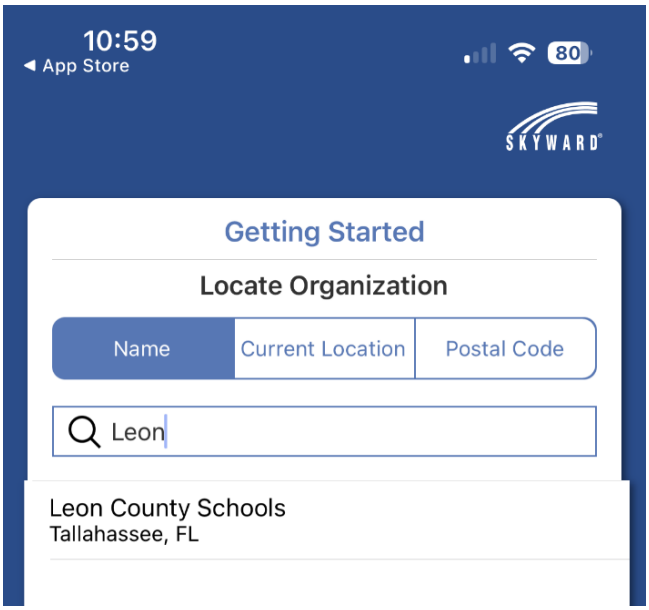
Using the Skyward App

- 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.

Setting up the App:

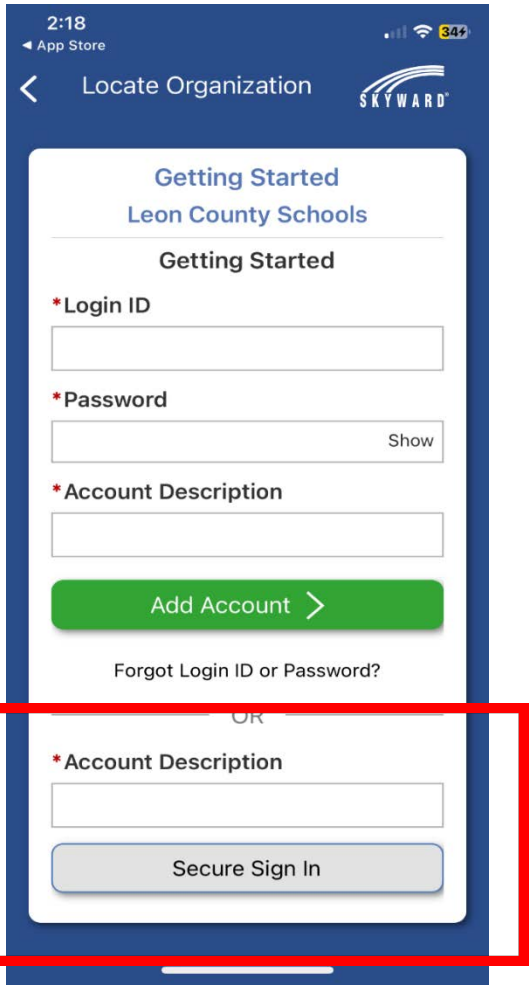
1. **Open the app.**
2. **Locate your organization** by typing **"Leon "**.
3. Select **"Leon County Schools"** from the list.



Download:

GET IT ON Google Play | Download on the App Store | Get it from Microsoft

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**