

Viewing Messages in Skyward

User Name: **BRENDA QUINTANILLA**  [Preferences](#) | [Login History](#) | [My Print Queue](#)

FIRST SEMESTER IS COMING TO AN END

NOTE Viewing messages from parents and students in Skyward

Book to Make Sure All Your Students Have for 1st & 2nd 6 Weeks

Request" to be able to enter a grade in a previous weeks

SKYWARD TIP: IF YOU SEE 'NEW' NEXT TO A STUDENT'S NAME

The screenshot shows a navigation menu on the left with categories like Educator Access Plus, Teacher Access, Student Services Access, Advisor Access, and Administrator Access. The main content area displays a message about the first semester ending. A yellow callout box points to the user's name in the top right corner, which has a small notification icon next to it.

User Name: **BRENDA QUINTANILLA**  [Preferences](#) | [Login History](#) | [My Print Queue](#)

FIRST SEMESTER IS COMING TO AN END

NOTE Check next to your name. Do you see a circle with an exclamation mark in it? If so, you have a message notification. Click on the Circle to retrieve your messages.

Book to Make Sure All Your Students Have for 1st & 2nd 6 Weeks

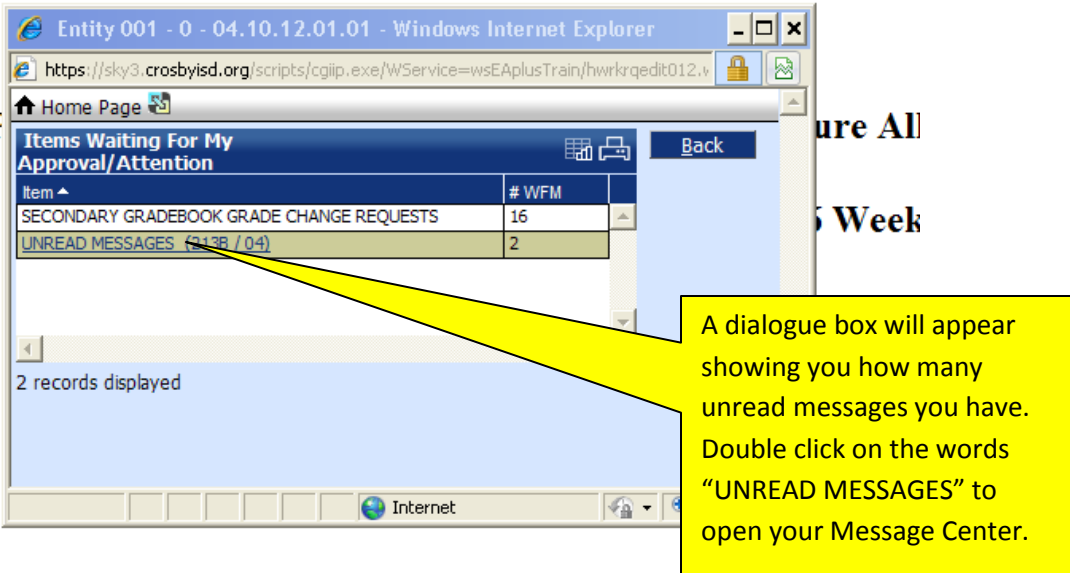
Request" to be able to enter a grade in a previous weeks

SKYWARD TIP: IF YOU SEE 'NEW' NEXT TO A STUDENT'S NAME

This screenshot is identical to the one above, but the yellow callout box points to the notification icon next to the user's name in the top right corner, explaining that it indicates a message notification.

FIRST SEMESTER IS COMING TO AN

NOTE: 2 records displayed



Entity 001 - 0 - 04.10.12.01.01 - Windows Internet Explorer

https://sky3.crosbyisd.org/scripts/cgiip.exe/WService=wsEplusTrain/hwkrqedit012.v

Home Page

Items Waiting For My Approval/Attention

Item	# WFM
SECONDARY GRADEBOOK GRADE CHANGE REQUESTS	16
UNREAD MESSAGES (5138 / 04)	2

Back

5 Week

Internet

★ Favorites | Notes | Preferences | Create New Window | Customer Access | Alerts | Help

User Name: **BRENDA QUINTANILLA**
Class: 2138/04 Prd: 2 ALGEBRA I

Thursday, February 17th

Home Page | Message Center

Message Center - For All Classes

Post Date	Expire Date	Created By	Class	Description	Message	Unread	Total
02/17/11		ANGELA BAKER	[Student]	KAYLA BAKER	My Kid		1
02/17/11		ANGELA BAKER	[Student]	KAYLA BAKER	My Daughter's Grades		1
02/17/11		ANGELA BAKER	[Student]	KAYLA BAKER	Grades	1	1

Expand All | Collapse All | Show Details In New Window | Modify Details (displaying 3 of 3)

Message Detail

How does my child make up a grade?

Unread Responses

There are no unread responses

All Responses

There are no responses

ades

hal Test

hal Exam

Filter Options

- Add Message for Multiple Classes
- Add Message for Current Class
- Respond to Selected Message
- Mark as Read

Click on the + symbol next to each message to expand them. You will see the Message Detail, Unread responses, and All Responses you have sent.

To respond, click the "Respond to Selected Message" button.

[Create New Window](#) [Customer Access](#) [Alerts](#) [Help](#)

User Name: **BRENDA QUINTANILLA**
 Class: 213B/04 Prd: 2 ALGEBRA I

Thurs

[Home Page](#) | [Message Center](#) | [Respond to Message](#)

Respond to Message

Summary: Grades

Detail:

Maximum characters: 2000, Remaining characters: 2000

Type your message in the Details box.

Click the "Save" button and your message will be sent.

Done Internet 100%

Crosby ISD User Name: **BRENDA QUINTANILLA** Thursday, February 17, 2011
 Class: 213B/04 Prd: 2 ALGEBRA I

[Home Page](#) | [Message Center](#)

Message Center - For All Classes

Post Date	Expire Date	Created By	Class	Description	Message	Unread	Total
02/17/11		ANGELA BAKER	[Student]	KAYLA BAKER	My Kid		1
02/17/11		ANGELA BAKER	[Student]	KAYLA BAKER	My Daughter's Grades		1
02/17/11		ANGELA BAKER	[Student]	KAYLA BAKER	Grades		1

[Expand All](#) [Collapse All](#) [Show Details In New Window](#) [Modify Details](#) (displaying 3 of 3)

Message Detail

Unread Responses
 There are no unread responses

All Responses

BRENDA QUINTANILLA (1)

Date	Time	Summary
02/17/2011	4:26 PM	Grades

Detail: Please see the make-up dates in the class syllabus.

02/17/11		ANGELA BAKER	[Student]	KAYLA BAKER	Grades		1
02/17/11		ANGELA BAKER	[Student]	KAYLA BAKER	Final Test		1
02/17/11		ANGELA BAKER	[Student]	KAYLA BAKER	Final Exam	1	1

You will then see the responses that you have sent.

Click the "back" button to return to your Skyward entry page.