

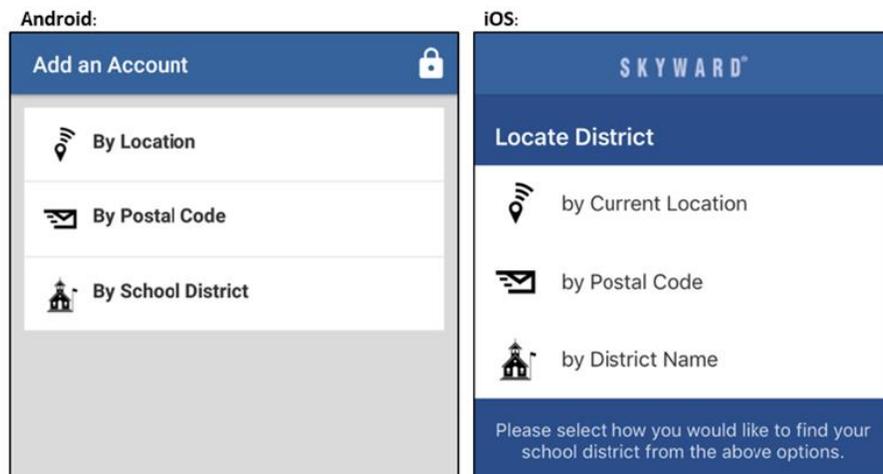


Accessing Skyward Mobile Access App

The Skyward Mobile Access app is available for free download on Android and iOS devices. Once you have installed the application on your device, you can launch it to begin the setup process. You can create multiple accounts within the app if you have access to more than one portal in your database. After setting up each account you need, you must choose which account you wish to sign in with the next time you launch the app.

To Set Up the Skyward Mobile App:

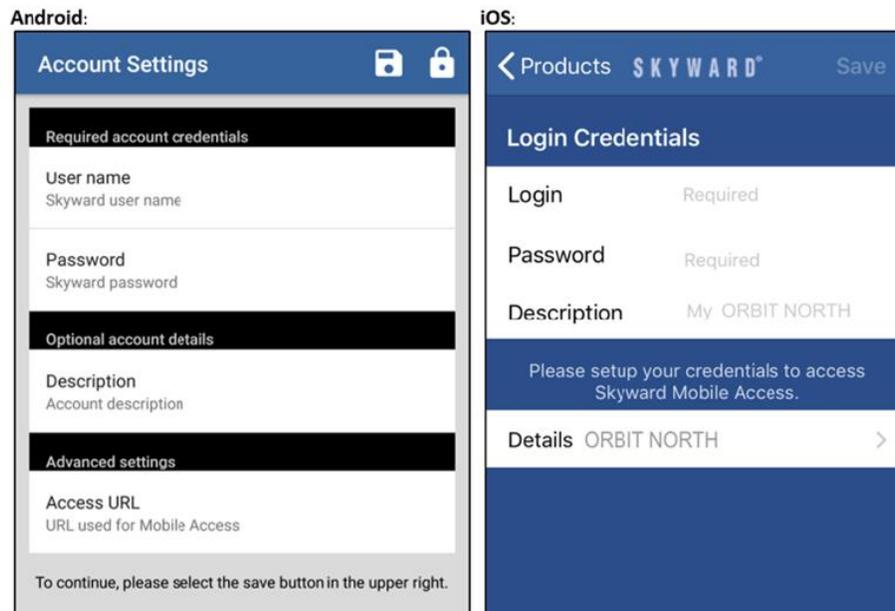
1. Navigate to your application store to install the Skyward Mobile Access app for Android or iOS.
2. Launch the Skyward Mobile Access App.
 - a. Android device, you see the Add an Account screen.
 - b. iOS device, you see the Locate District screen.
3. Select the District Search option to locate the district you wish to set up an account for...Search for Rantoul TWP HS DIST 193
 - a. Android device, you see a screen that enables you to locate your district using the Search District Name field.
 - b. iOS device, you see a screen that enables you to search for your district using the Locate District by Name field.



4. Select Rantoul TWP HS DIST 193
5. Select the Product you wish to access (Family or Student).
 - a. Android device, you see the Account Settings screen.
 - b. iOS device, you see the Login Credentials screen.

6. Enter your credentials.

- a. Your mobile account credentials match the username and password you use to sign in on the desktop version.
- b. You can use the Description field to easily identify your account, which is helpful if you have set up multiple accounts for different portals



7. Tap Save near the top right of your device.

8. You see a screen that enables you to set a passcode for your device.

- a. Enter a four-digit passcode to secure your account.
- b. You may need to enter this number each time you sign in depending on your passcode settings.
- c. Note: If you enter your passcode incorrectly five times, you will be prompted to repeat the above steps to re-setup your mobile access.

9. Re-enter your four-digit passcode for confirmation.

- a. Select whether you wish to require a passcode right away or after 10 minutes of inactivity.

10. You see the Accounts screen.

- a. Select the Account you wish to open. If you have access to more than one database, you can set up multiple accounts.
- b. You see the home screen.

11. To sign out of the app, select the Menu icon near the bottom left of your mobile device.

- a. Tap your username at the top left of your screen.
- b. You see additional options under your username.
- c. Select Sign Out from the drop-down menu.

You have successfully set up the Skyward Mobile Access app.