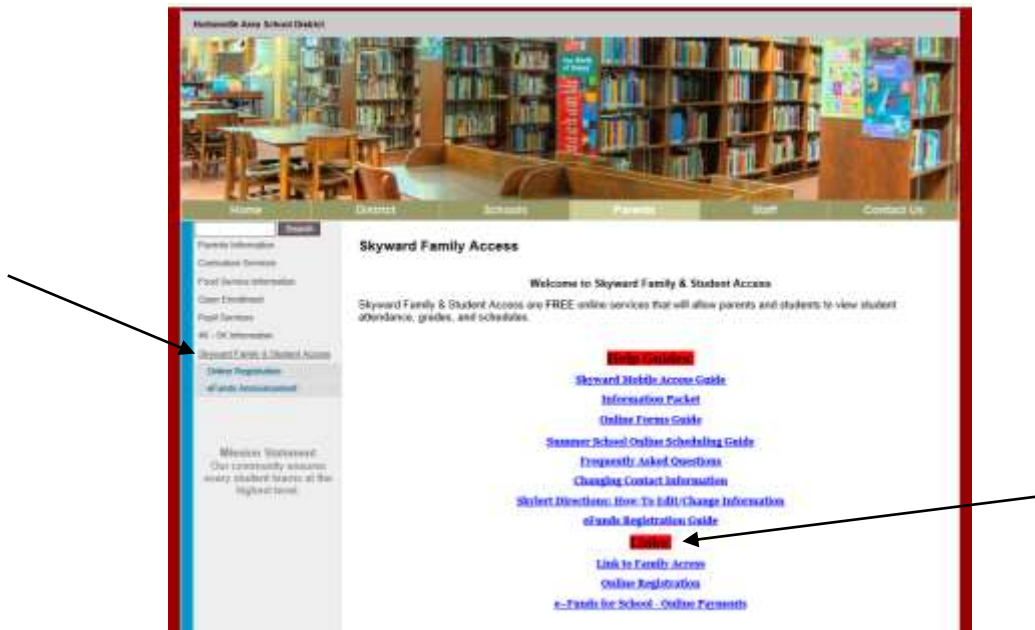
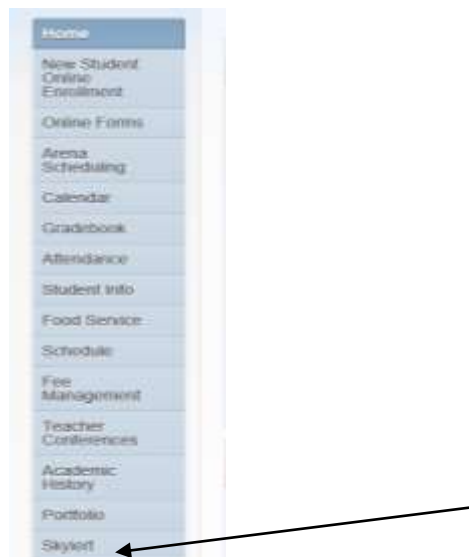


Directions to Update Your Contact Information for Skylert

1. Go to the [Parents](#) page on the HASD website:
2. Once on the Parents page, click on [Skyward Family & Student Access](#):
3. Click **'Link to Family Access'** and enter your *Username* and *Password* If you do not remember your username and/or password, contact the secretary of the school that your child currently attends



4. Once you have logged in, click on the **Skylert** link located on the left-hand side of your screen.



5. You can now modify your phone numbers, email addresses and what messages you want to be sent to you.

Home: Skylet enables you to receive notifications concerning your child(ren). You have control over which notifications to receive and how you would like to receive them.

New Student Online Enrollment

Online Forms

Area Scheduling

Calendar

Gradebook

Attendance

Student Info

Food Service

Schedule

Fee Management

Teacher Conferences

Academic History

Portfolio

Skylet

Health Info

Logn History

My Skylet Contact Info Save

Contact Info

Contact Info	Emergency	Attendance	General	Food Service	Survey
*Primary Phone: [Redacted] Fam	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
[Redacted] Cell Phone: [Redacted] Fam	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
[Redacted] Work Phone: [Redacted] Fam	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
[Redacted] Home Email: [Redacted] Fam	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Secondary Guardians are not allowed to update the Primary Phone number

Additional Contact Info for Family With [Redacted]

Phone Numbers	Emergency	Attendance	General	Food Service	Survey
Additional Phone 1: [] [] [] []	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Additional Phone 2: [] [] [] []	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Additional Phone 3: [] [] [] []	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Additional Phone 4: [] [] [] []	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Additional Phone 5: [] [] [] []	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Additional Phone 6: [] [] [] []	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Additional Phone 7: [] [] [] []	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Additional Phone 8: [] [] [] []	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Additional Phone 9: [] [] [] []	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Email Addresses	Emergency	Attendance	General	Food Service	Survey
Additional Email 1: [] [] [] [] [] [] [] [] [] []	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Additional Email 2: [] [] [] [] [] [] [] [] [] []	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Additional Email 3: [] [] [] [] [] [] [] [] [] []	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Additional Email 4: [] [] [] [] [] [] [] [] [] []	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Additional Email 5: [] [] [] [] [] [] [] [] [] []	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Additional Email 6: [] [] [] [] [] [] [] [] [] []	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Additional Email 7: [] [] [] [] [] [] [] [] [] []	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Text Message Numbers	Emergency	Attendance	General	Food Service
Phone 1: [] [] [] [] [] [] [] [] [] []	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

6. Click **Save**, and you're finished!