Skyward Login for D39 Employees

District 39 employees have access to their payroll information and, if a certified teacher, the ability to enter requests for coursework pre-approval/salary credit/tuition reimbursement via Skyward.

Once your email account has been created follow these steps to access Skyward

FOR FIRST TIME SKYWARD USERS:

1. Go to District 39 home page (www.wilmette39.org). Choose For Staff > choose Logins. Scroll down to Skyward. Or click this link if you are viewing a PDF. 2. The **FIRST** time you visit Skyward, you need to click on "Forgot your Login/Password?" 3. You will get a screen like this where you enter the characters shown at the top part of the box and your entire email address below. Click "Submit". 4. You will get a message that tells you to wait a short while for an email with your login and temporary password. Click OK. 5. Shortly, (it may take 5 - 10 minutes) you will receive an email giving you your Login and a link to the site where you can create your own **password**. Be sure to record the login before you click UK. on the link. NOTE: There have been many different "formulas" for If you did not request to have your pr creating logins through the years so not everyone's is CIPTHIA & HORGAN the same.

Skyward Login for D39 Wilmette Public Schools District 39 QuickStart Guide **Employees** Forgotten Login/Password Assistance When you click on that link, you will get this window 6. other a new None Margan, Lyntma where you can create and confirm your personal Soph semerces ADM FORDATIVE password. (Be sure to keep a record of it.) Confirm New Pageword : 5440 Minister Revealed Local Number of Pezzyote's Before Tours: • Nerve Land As: SCOURTRY USER VENDOR ORDER FROM 7. If successful, you will get a window telling you that you were successful and you will be returned to the original Skyward home page where you should enter the Login and the new password. Witnette II. https://skyward.iscorp.com Account updated successfully. CK 14112-012 8. The first time you enter Skyward, you might get this Pop-up Blocker Warning message about "popup blocker". Just click Retry for This warning is to let you know that your pop-up blocker has prevented the system from opening up the application. now. There is a separate QSG to cure this. We recommend you modify your browser settings to allow pop-ups from this site to prevent this warning in the future. Click here for instructions on disabiling your poe-up blocker. You may also click the Retry option below to try opening the window again. Refry Cancel If successful, you will get this screen where you have 9. several choices. CrititeMayer Accord Profession Dil ? Wilmete IL allun Briotowy Time Account Pre-Jordey Information Of Physics Pre-Jordey 📴 📾 😂 Pavarian 🕈 🖺 Pava Nation 👸 Sty Post Lu 40 🕨 📰 Employee Access IN THE REPORT OF Job. Marv (Ins-evalation Employee Access NO IDENTE AND FAILURE Financial Management 💼 Employee Access He file any My to be set Dheck | Balary How lotting Direct Deposit Informatio Charle History

10. See the QuickStart Guide for the activity you wish to pursue next.