

How to Sign Your Student's Report Card in Skyward.

Step 1: Logon to your Family Skyward Account and click HOME.

Step 2: Click PORTFOLIO

All Students

All Students

•	+ Home
•	Calendar
•	Gradebook
•	Attendance
•	Student Info
•	Schedule
•	Test Scores
•	Fee Management
•	Activities
•	Educational Milestones
•	Endorsements
•	Academic History
•	Portfolio
•	Health Info
•	Login History

Step 3: Click 2019-20 NINE WEEKS THREE- E-SIGN.

Portfolio - Attachments

Student's name

Description	eSigned	Type	Created
2019-20 NINE WEEKS THREE - E-sign	no	Report Card	Wed Mar 18, 2020 8:50pm
2019 20 SECOND NINE WEEKS	N/A	Report Card	Tue Jan 21, 2020 9:41am
2019-20 PROGESS REPORT 2	N/A	Report Card	Wed Nov 20, 2019 9:00am
2019-20 FIRST NINE WEEKS REPORT CARD	N/A	Report Card	Mon Oct 28, 2019 11:50am
2018-19 End Of The Year Report Card	N/A	Report Card	Thu May 30, 2019 8:51am
1st Nine Weeks Report Card	N/A	Report Card	Tue Nov 6, 2018 7:49am
Standards Report Card (05/25/18)	N/A	Report Card	Fri May 25, 2018 1:16pm

Student's name

Description	eSigned	Type	Created
2019-20 NINE WEEKS THREE - E-sign	yes	Report Card	Wed Mar 18, 2020 8:50pm
2019 20 SECOND NINE WEEKS	N/A	Report Card	Tue Jan 21, 2020 9:41am

Step 4: SET ELECTRONIC SIGNATURE

AMPM123456789101112000510152025303540455055 Electronic Signature

Under the Federal Electronic Signatures in Global and National Commerce Act, before you may electronically sign this report card, you must be provided with certain of the following information and you must affirmatively agree to the following and thereafter not withdraw your agreement.

By clicking 'I Agree' and submitting this agreement via the internet, I acknowledge that:

* I have read and understood the foregoing Electronic Signature Agreement and that I intend to be bound thereby.

* I understand and agree that my electronic signature is the equivalent of a manual signature and that others may rely on it as such in connection with any and all agreements I may enter into, including but not limited to this Electronic Signature Agreement.

* I further acknowledge and agree that it is my obligation to immediately advise the school district of any change in my electronic address (i.e., email address).

* I further acknowledge and agree that it is my obligation to immediately advise the school district in the event that I withdraw my consent to this Electronic Signature Agreement.

* I acknowledge and agree that the individual electronically signing this report card is the individual in whose name the account is set up, or is someone authorized to submit this report card by the person whose name is on the account.

☐

I Agree

Signed By:

Date Signed:

The report has finished processing.

[View Report](#)[Submit Signature](#)

Step 5: Once you have agreed to the terms of the electronic signature, you can sign your student's report card.

**This process must be completed for each student in a family by selecting the student's name in the family file and following the above steps. If you need access to Skyward, please contact Mrs. McElroy by email at amcelroy@dickinsonisd.org*