



Skyward Employee Access

1. You can navigate to the login screen for Skyward from Classlink or the District website under Working in the AASD > Current Employee Resources > Employee Access

The screenshot shows the Appleton Area School District website. The navigation menu includes 'District', 'Our Schools', 'Families', 'Teaching & Learning', 'New & Future Families', and 'Working in the AASD'. The 'Working in the AASD' link is highlighted with a red box. Below the navigation bar, the 'Employee Access' link is also highlighted with a red box. The main content area displays the 'Employee Access' page with a red box around the 'Skyward Employee Access' link. Below this link are instructions for contract and non-contract staff, and a link to 'Accessing Your Sub Jobs in Skyward'. A Skyward logo is visible in the bottom left corner.

2. Once at the sign in screen, you will only be able to login by clicking the “Sign in with Classlink” button. Typing your credentials will NOT work.

The screenshot shows the sign-in screen for Skyward Employee Access. It features the Appleton Area School District (AASD) logo at the top. Below the logo are fields for 'Username' and 'Password'. A large red 'X' is overlaid on the password field, indicating a failed login attempt. A green 'Sign In >' button is positioned below the password field. Below the button is a link for 'Forgot your Username or Password?'. At the bottom, there is an 'OR' separator and a button labeled 'Sign in with Classlink', which is highlighted with a red box.

3. If you were not already signed into Classlink, you will be prompted to sign in and then taken to your skyward account.
4. NOTE: If you are experiencing any issues with this workflow, please try signing out and back into Classlink or clear your web browser’s Cache and Cookies.