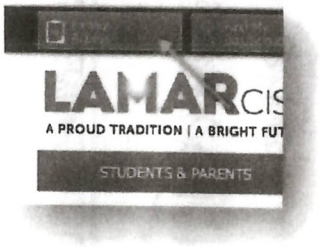
INTERACT
Cheat Sheet

Skyward

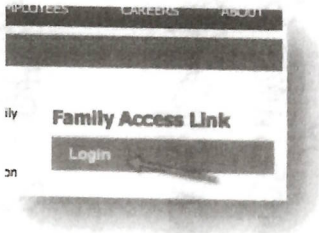
Online Student Course Requests

Log in to Student/Family Access

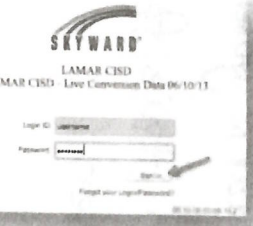
1. Click the "Family Access" button at the top of the www.lcisd.org webpage.



2. On the Family Access info page click the "Login" button on the right.

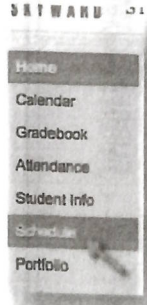


3. On the Family Access login page, enter your Login ID and Password and click the "Sign In" button.



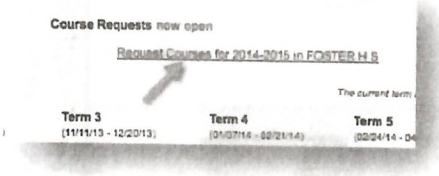
Access Student Schedule

4. Select the Schedule option on the left side menu.



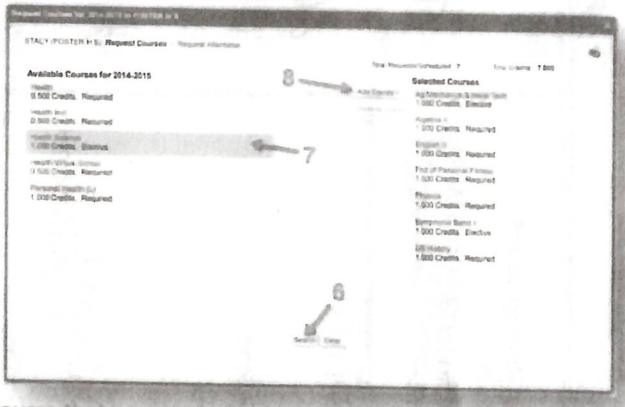
Access Course Requests

5. Click the "Request Courses for 20xx-20xx" button in the Course Requests box above the current schedule area.



Selecting Courses

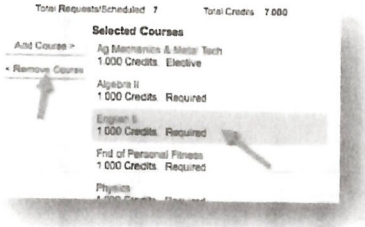
6. Search for the desired course in the search box.
7. Select the course from the "Available Courses" box on the left.
8. Click the "Add Courses" button – the select course will move to the "Selected Courses" box on the right. Total requested courses and credits will update with each course that is added.*

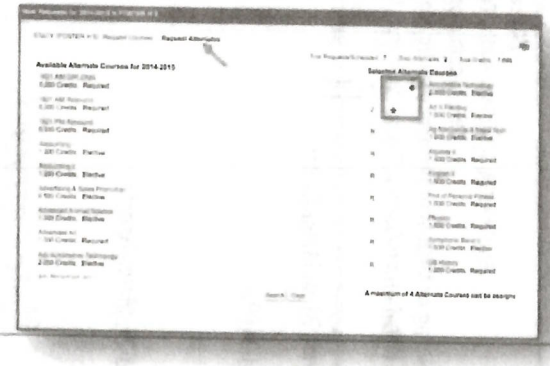


*If there is a course that you are trying to request that is not available on the course request list, your counselor will be able to assist you in choosing appropriate courses.

Removing Selected Courses

To remove selected courses, select the course in the "Selected Courses" box to the right and click the "Remove Courses" button.



Requesting Alternate Courses

To request alternate courses in the event your primary requests are not fulfilled, select the "Request Alternates" button and follow the same process as requesting courses. Alternate courses can be re-arranged by preference using the green arrows to move them up or down in order.