

About Staff Access to Skyward

Starting with the 2024-2025 school year, the ECASD will implement a new minimum-security requirement for accessing student information databases. Students and staff will need to use Microsoft Single Sign-On (SSO) and Multi-Factor Authentication (MFA) to log into Skyward. Please refer to this guide for instructions on accessing these resources. For any assistance, contact IT411, [Vicki Gutsch](#) or [EmmaLee Skar](#).

Web Portal

- Open Edge or Chrome
- On the [Start Pages](#), click the Skyward button.
- Enter your ECASD email address then password
- Complete the Multi-Factor Authentication requirement if prompted.

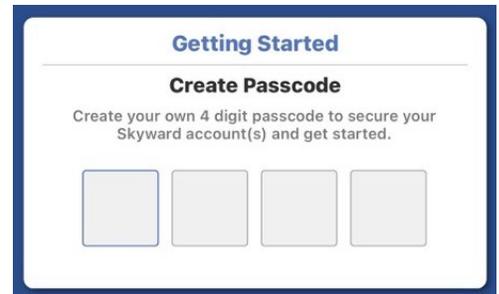


Skyward

Skyward Mobile App

***If you already have the app downloaded and have been using it, we recommend you delete then reinstall the app, and start this process fresh.**

1. The first two screens will prompt you to create a 4 character code.



Getting Started

Create Passcode

Create your own 4 digit passcode to secure your Skyward account(s) and get started.

Four empty input boxes for a 4-digit passcode.

2. The second screen will ask you to locate the school district. You can do this by Name, Current Location, or Postal Code.
 - Tap **Eau Claire Area School District**.



Getting Started

Locate Organization

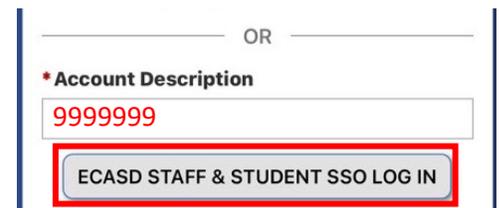
Form with fields for Name, Current Location, and Postal Code.

Search bar containing "Eau claire".

Search results list:

- Eau Claire Area School Dist** (highlighted with a red box)
- Eau Claire, WI
- Eau Claire School District
- Eau Claire, MI

3. At the bottom of the login screen, enter your District username in the *Account Description* and tap **ECASD STAFF & STUDENT SSO**.



OR

***Account Description**

9999999

ECASD STAFF & STUDENT SSO LOG IN (highlighted with a red box)

4. Tap **Continue in App** to experience Skyward in app view.



ECASD Staff Account Edit

Eau Claire Area School Dist

Continue in App (highlighted with a red box)

Open in Browser

Add Another Account