

Belding Area Schools

The right size. The right choice.



Mike Burde • Director of Instruction and Technology

January 12, 2012

Dear Parents,

As we get ready to give every middle school and high school student a Netbook for the 2012-13 school year, we are launching a new service called Live@EDU by Microsoft. This service will give our students email, storage space on the web, and access to Microsoft Office programs online. The email system will be filtered for all students. Furthermore, our middle school students will only be allowed to send and receive email to and from staff and other Belding students.

Before we give your student access to this system we need you and your child(ren) to read and sign the Student Code of Conduct Agreement. Please follow the directions below to access the agreement.

Please complete the form online by Wednesday, February 1. At that time we will review the forms and start giving high school and middle school students access to the system.

If you have any questions, please contact the Belding Area Schools' Technology Department at 616-794-4560.

Thank you,

Technology Department
Belding Area Schools

Online Registration Instructions

1. Log into Skyward Family Access. Use the drop down to select which student you are registering if you have more than one.
2. Toward the top left of the page, there is a link "Register for 2011-2012." Click the link.



3. The registration page has a large button in the center of the page to begin. Click to start.



4. Online registration has a variable number of steps. You must complete each step in order. You may save and return at any time to complete your registration. Click on the first button and complete any actions necessary.

When you are finished, you will go back to this page and click in the box directly in front of "Step 1." This will place a check mark in the box indicating that you have completed step one (see picture below). At that time, step 2 will become available. Repeat for all steps. Once you have completed all steps, click on the button in the final step.

https://teacher.bas-k12.org/?TS=30400&isPopup=true - Skyward Family Access - SkyPort - Powered by Skyward

SKYWARD Student: Register Student for 2011-2012 Close

Online Registration is **open** until **02/02/2012**

Required Student\Parent User Agreement for Live@EDU

Step 1) Review your student's general informaiton **Step 1 has been completed**
Completed on 01/09/2012 at 1:40 PM by

Please review the Student Code of Conduct for Live@EDU document. Please have the student enter their name and date, and then the parent enters their name and date in the boxes at the bottom of the form. NOTE: A typed name will indicate a signature and that you are agreeing to the Student Code of Conduct Use of Live@EDU.

Step 2) Student Agreement Live@EDU 2012 Step 2 has not been completed

Final Step) Complete registration for **Dalton Riches** for the **2011-2012** school year

5. The final page is a review. Once you have completed all steps and the information is correct, click 'Complete Online Registration' in the top right corner. You may also go back and change information before you complete. Once you click complete, you will receive a confirmation email.

If you have any questions, please contact the Technology Department at 616-794-4560.