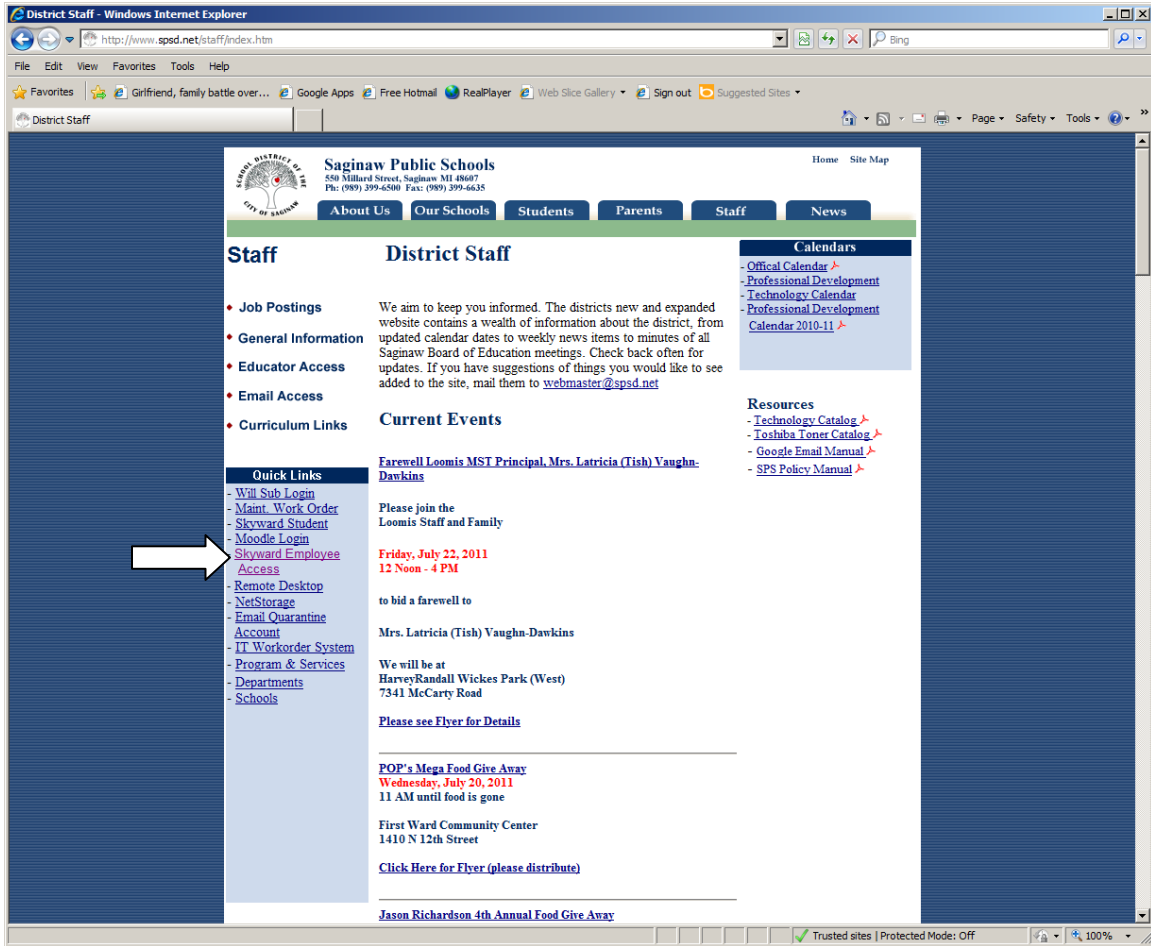


Skyward Employee Access



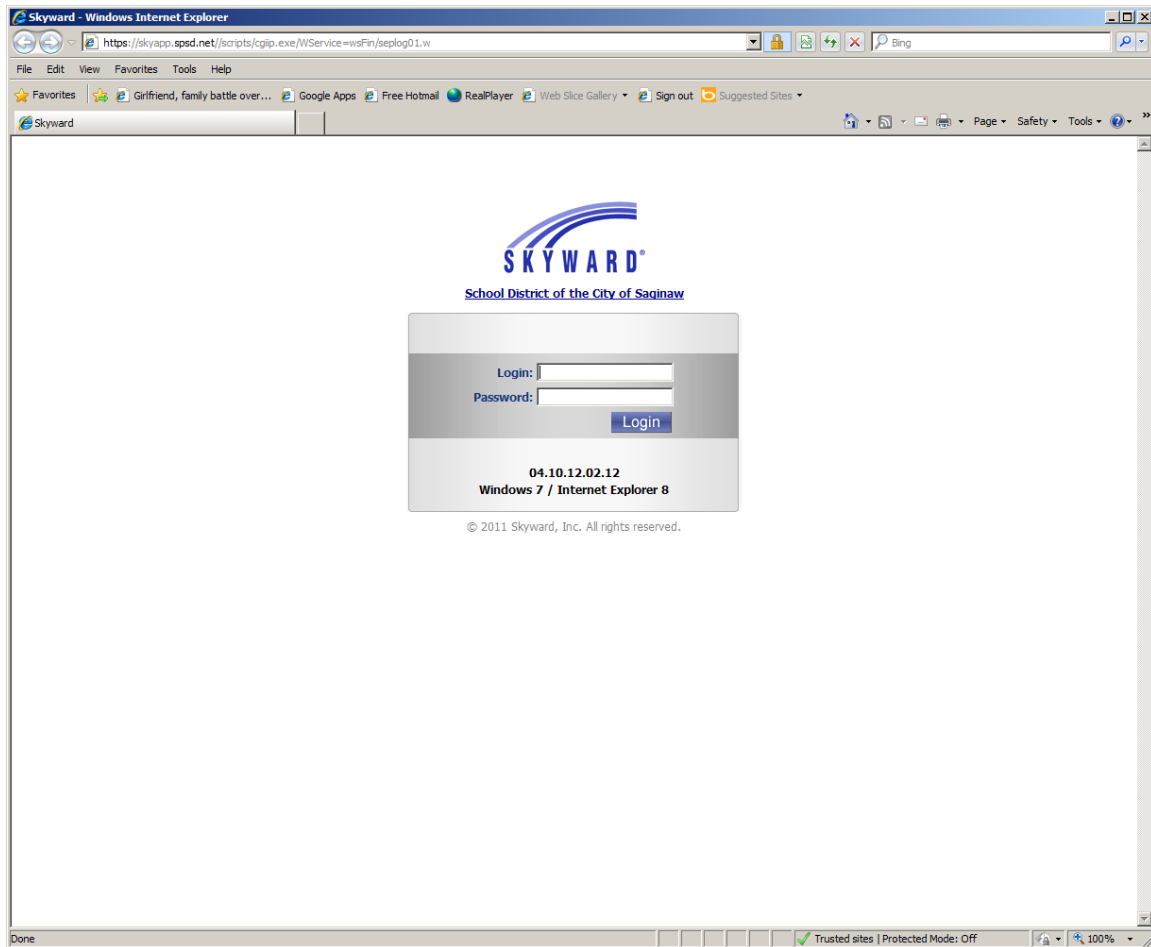
www.spsd.net

*Click on the Staff tab



Under the Quick Links on the left-side of page

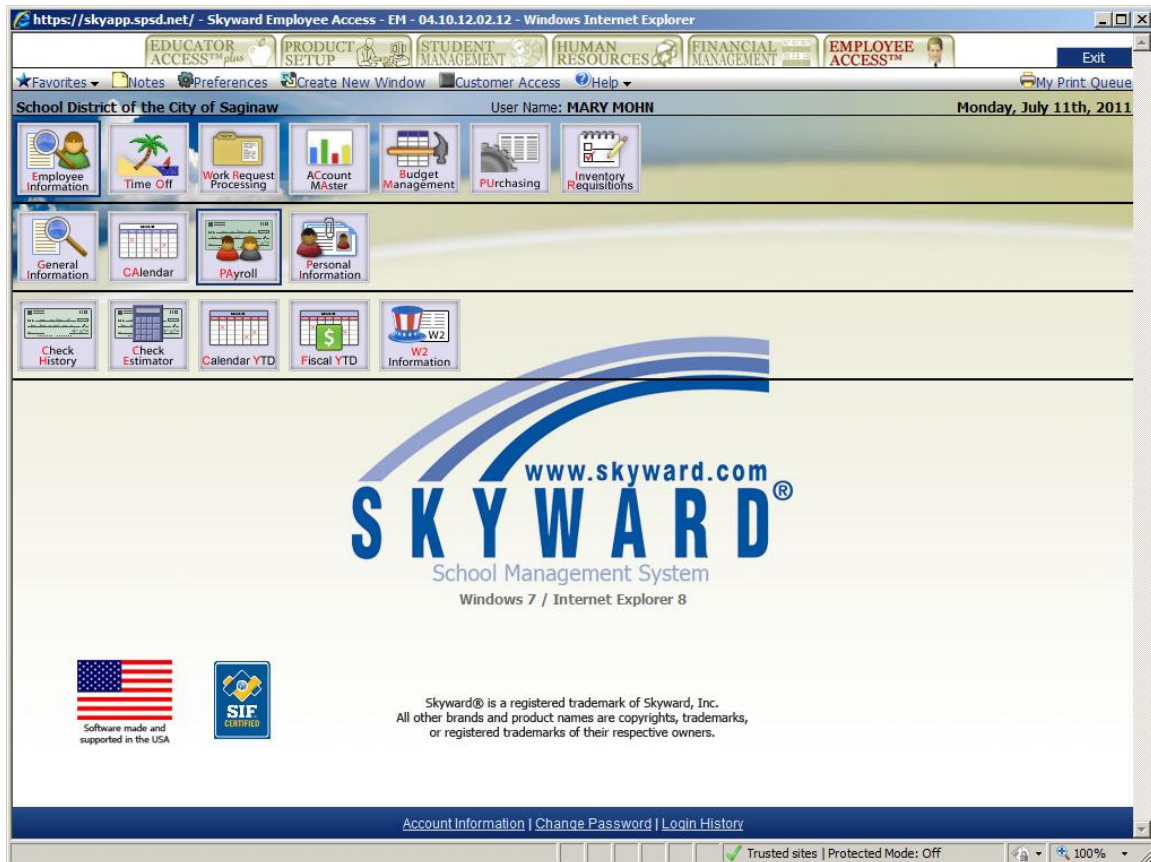
*Click on Skyward Employee Access



Enter your assigned network login (username) and password.

****If you never have logged into a computer within the district previously, your username will typically be your first initial followed by your last name. (i.e. Tammy Jones would be tjones). Your default password is capital first initial of your first name, capital first initial of your last name followed by the last four (4) digits of your social security number. (i.e. TJ4567)**

****If you still can't login, please call the helpdesk at 399-6556.**



On the Employee Access screen

*Click Employee Information

*Click Payroll

*Click Check History

When your check history list displays, click the check number you would like to display/print.