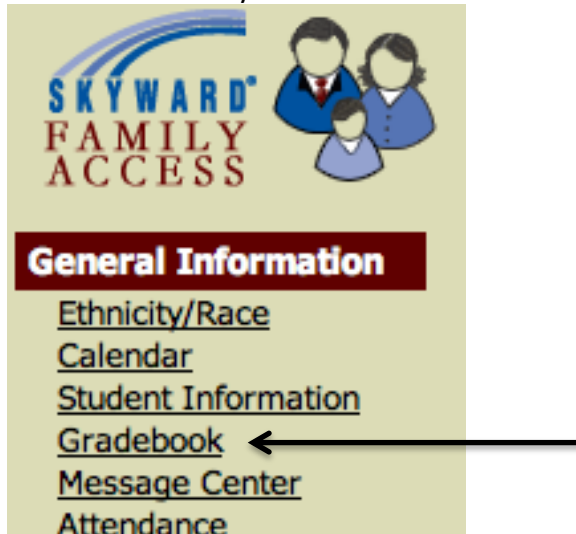


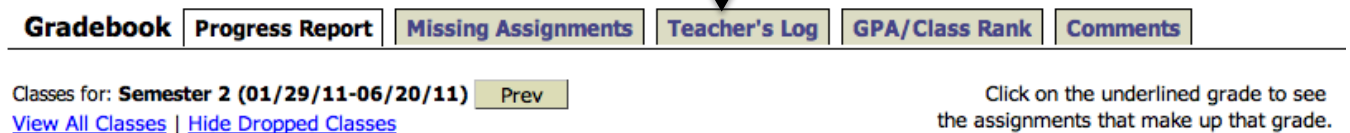
Emailing Teachers

You can access teacher emails using Skyward.

- 1) From the Main Skyward menu Click on Gradebook



- 2) Click on the Teacher's Log tab at the top.



- 3) In the next window, click on the name of the teacher (underlined and blue) to whom you want to send the email.

Period	Class	Description	Term	Teacher	Log Count
1	PED101/01	PE I	S1	THOMAS MULLIGAN	0
1	VDA200/03	DIG GRAPHIC ART	S2	KERSTIN FEIST	0
1	ZZZ400/01	LATE ARRIVAL	S1	MICHAEL HANSEN	0
2	VSH300/01	SPORTS AND HEALTH SCIENCES	YR	ADAM TURLEY	0
3	SOC400/04	APGI I-II	YR	GRETCHEN WULFING	0

- 4) Your email program will open and you are ready to send the email.