

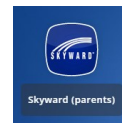


Horizon West Wolves Printing Report Cards

- 1.) Go to <https://www.ocps.net/skyward>
- 2.) Click “Skyward Login”

The screenshot shows the OCPS Skyward website. On the left is a navigation menu with links: About Us, School Board, Superintendent, Students and Parents, Employees, Newcomers, Schools, Departments, and Skyward. The main content area features a red banner: "Skyward Family Access and Student Access will be unavailable from 7/27/21 at 5 PM to 8/5/21 at 6 AM due to planned Year End Processing." Below the banner is a welcome message and a row of buttons: Skyward Login (circled in red), How to Register, and User Instructions. On the right are Help Form and Video buttons.

- 3.) On the OCPS Dashboard, click the “Skyward (parents)” icon.



- 4.) Click on “Portfolio” on the left side menu.

The screenshot shows the Skyward Family Access dashboard. The left sidebar contains a menu with links: Home, Online Forms, Calendar, Gradebook, Attendance, Student Info, Schedule, Discipline, Test Scores, Student Services, Graduation Requirements, Academic History, Portfolio (circled in red), Health/IMS, and Login History. The main content area displays a notification: "An Online Form is now available to fill out" with details for a 2021 Device Refusal Form and a 2021 PTMICF form, both due by 07-27-2021.

- 5.) Click the link for “Report Card 4” for your athlete.