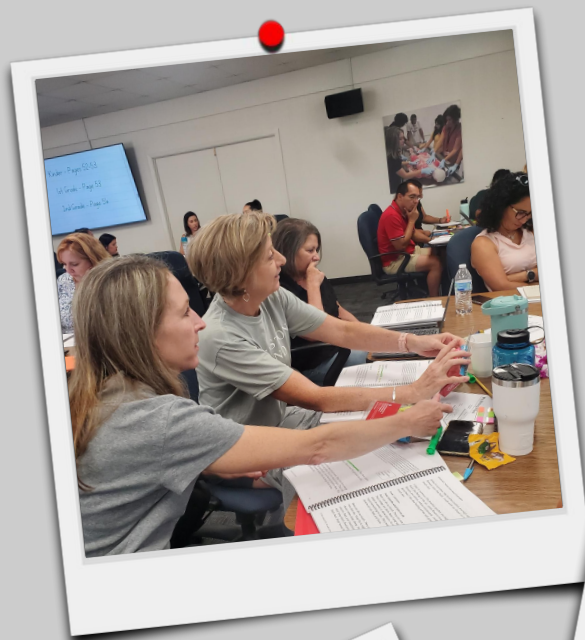


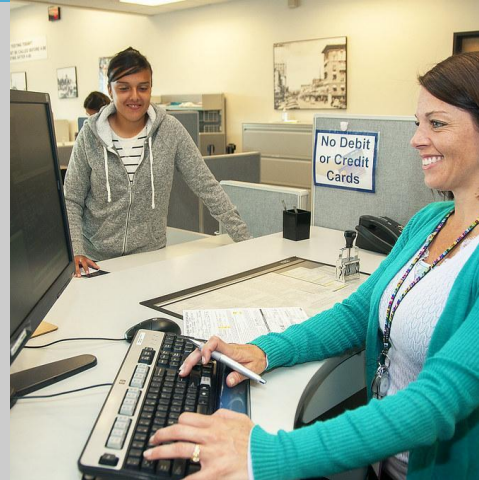
*Welcome to  
the TEAM!*

**Skyward  
Employee  
Access**



— RAISE THE GRADE —  
**GALVESTON**  
ELEVATE LEARNING. VALUE CULTURE. GROW TOGETHER.

# Why Use Skyward Employee Access?



Review & Update  
Personal and Direct  
Deposit Information

Review & Print  
Check Stubs  
and  
YTD Pay Information



Review Time Off  
Status and Submit  
Time Off Requests



Check Estimator  
(estimate changes to  
pay and deductions)



Review W4  
Information and  
Print W-2

# Connecting to Skyward Employee Access

From Your  
PC

From Your PC  
Browse to

[www.gisd.org](http://www.gisd.org)

Select the  
Skyward Employee  
Button

**SKYWARD EMPLOYEE**



Google Play Store for  
Android

Download  
the App



App Store for  
iOS

# Forgot Your Login Information

- Choose the “Forgot your Login/Password?” link
- Login to your district email at <https://portal.office.com/> for steps to reset your password.

## GALVESTON ISD Finance System

Login ID:

Password:

Sign In

Forgot your Login/Password?

05.24.10.00.04

Login Area:  ▼

## GALVESTON ISD Finance System

Login ID:

Password:

Sign In

Forgot your Login/Password?

05.24.10.00.04

Login Area:  ▼

Switch Login Area to  
“Employee Access”