Texas Skyward User Group Conference

Security Concepts for Student Management Users

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This session will focus on the process for Skyward Securities
The following topics will be discussed
Setup
Creating a security group
Cloning
WS and PS security groups
Security Resources

But first….
Security MEMES

SECURITY WILL RETURN IN 5 MINUTES

Please ring bell. If no response, page guard at 799 6100 and input 111.
Security Breach Examples

• Teachers leave the software open and walk away from their computer.
• Students guess a username or password and post inappropriately on Family access or access teacher gradebooks
• Terminated employees retain access to confidential student info
• Disgruntled Employees damage data
• Identity Theft
Security Configurations

- Username and passwords
- PS\CA\SE\PS\CF\AU\ES
- Three separate setups for Students, Guardians and Staff
Security Configurations

- Allow Password Reset
- PS\CA\SE\PS\CF\SC
- Max log in attempts on this screen
Security Configurations

- Automatic Log out
- PS\CA\DS\CF\WC

2.2.3 ...SAAH

Timing out (automatic shutoff) if the program has not had any activity in an appropriately short period of time (for example, 10 minutes)
Security Configurations

- Secured user access settings
- PS\CA\SE\SU\SU
- Can end access from this screen as well
Security Configurations

- Student Access WS\ST\TB\GE\TB\WA

- Family Access per guardian on family screen WS\ST\TB\FA\FA\FA
Security Configurations

• **LDAP**
  • The **Lightweight Directory Access Protocol** is an open, vendor-neutral, industry standard protocol for accessing and maintaining distributed directory information services over an (IP) network.
  • This allows Skyward to integrate with Microsoft Active Directory which requires secured users to authenticate through that service instead of Skyward.
  • PS\CA\DS\CF\LD
  • Skyward password reset does not work for employees when used.
• **SECURITY PHILOSOPHY**
  
  • **Who will be responsible for assigning Security Permissions**
    • If more than one person, make certain everyone shares the same philosophy.
    • *To some assigning more security means that there is less of a chance a user will come back saying, “I was not able to do X or Y.”* For others it is more important that only the people who actually need X or Y can see them even if it means they might be contacted more than once by a user.
    • *Also will your groups be by job descriptions, areas, and/or customized users.*
  
  • **Consider creating a “base” group at each one that has view only rights**
    • This allows you to assign the group to each new person for the entity/campus, and then build their rights from there.
    • *For some users this will be the only access they ever are assigned.*
  
  • **As you setup your security layers remember this is something that will change.**
Security Groups

- SECURITY GROUPS
- PS\CA\SE\SG\WS
- Adding Security Groups
  - Determine the Entity/Campus
  - Assign the ID and description
  - These do not need to be fancy but they should be direct and to the point.
  - Internal only or Internal and External Users
  - IP addresses need to be setup for this process to work fully
  - This can be useful if there are users that need only while on premises
  - Active status can be useful if the wanting to control access to an area, but not remove the group from users
  - Future Scheduling has a limited window, some districts disable access to the area once future scheduling is completed.
Security Groups

- SECURITY GROUPS (CONT.)
- PRODUCT SETUP / SKYWARD CONTACT ACCESS / SECURITY / SECURITY GROUPS / WEB STUDENT MANAGEMENT
- With the security group highlighted, click the Edit Security Levels Button.
- The key for this area is selecting the area
- the users will need to work from primarily.
- One odd area that is sometimes harder to locate
- is the Teacher’s EA+, this is under the WA-Web Applications.

Assign security based on the needs of the user.
Although there are many options not all areas are always needed by all users of an area.
Security Groups

• Once all security has been assigned to needed areas, you will want to TEST this group against a user account.
• Some users will assign to the secured user to see if it works.
• *Once the security is verified consider cloning the group to other entities/campuses*
• There are three user cloning options available.
• Of the three typically you will want to use the “Don’t Clone Users”
• Select only the entities/campuses that will need this security group [now or in the future].
Security Groups

- Adding Security to a user - Add User if not already there
- 2 Methods - By Entity or By Group
- Test with Web log in
SECURITY RESOURCES

- **Individual User Login History**
  - Product Setup / Skyward Contact Access / Security / Users / Secured
  - Expand the highlighted user record to view Login History.
- **District Login History**
  - Product Setup / Skyward Contact Access / District Login History
Clear as Mud

I HAVE NO IDEA
WHAT I'M DOING

OR

DONT WORRY
I GOT THIS
Contact info

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THANK YOU FOR ATTENDING!