

SKYWARD Employee Access – W2 Information

Employee Access is part of the SKYWARD system. This system allows you to access form W2.

LOG IN:

- Go to <https://www.escambiaschools.org/>
- Select the Skyward icon
- Enter a Login ID
- Enter a password
- Select **Sign In**



TO VIEW and PRINT FORM W2:

- Select **Employee Information**
- Under **Payroll** choose **W2 Information**



- Select the **Year** you would like to View and print

Year	Form	Date Created
2021	W-2	01/17/2022 9:35 am

- Click the **View W2 Form** icon



- You will be required to enter your full Social Security Number to create the W2 pdf document.

Confirm Authorization

To confirm authorization to print this W2, enter the full Social Security Number of this employee:

Print Cancel

- After you enter your Social Security number the W2 pdf document will download to your computer for viewing and printing.
- If you want to see how your W-2 was calculated click the **How is my W2 calculated** icon.

