

## Creating an AERIES Parent Access Account

**\*To create an account and have access to your student's records you MUST have a valid e-mail address on file with the school site.** By following these steps all the way through, you will confirm whether or not your address is on file.

Before beginning you will need

- Personal email account
- Home telephone number (as recorded with the school)
- Student Permanent ID number: (available from the school office or teacher)
- Verification Code: <<VerificationCode>> (available from the school office and some teachers)

1. Go to the district web-site: [www.atasusd.org](http://www.atasusd.org)
2. Click on "For Parents"
3. Scroll down to and click on "Aeries Parent Portal"



4. Click on "Create New Account."



5. Click on "Parent," then click "Next."



6.

Enter email address.

Retype email address to verify.

Type a password and retype it to verify, then click "Next."

[Return to Login Page](#)

**Step 2**  
**Account Information**

Please Enter The Following Information About Yourself

Email Address:

Verify Email Address:

Password:

ReType Password:

A verification email will be sent to your email address from:  
**AccountAdmin@district.com**  
Before continuing, Please add this email address to your "contacts" or "safe senders" list to ensure you receive this email.

7. Open your e-mail account. You will have received an email from DoNotReply@atasusd.org with the subject line "Aeries Account Verification." Open the email.

Confirm your email address by clicking "Confirm Current Email Address."

Thank you for registering for an *Aeries Browser Interface* account. In order to ensure the account was requested by you, please click on the appropriate link below or copy and paste the URL into the Address bar of your browser.

If you can, please click on the following links to confirm or reject this account:

[Confirm Current Email Address](#)

[Reject Current Email Address](#)

If you are unable to click the links above, you need to copy and paste the following URL into your web browser's Address bar.  
<http://abi.district.k12.ca.us/ConfirmEmail.asp>

You will then be prompted for the following information which you can copy and paste into the page:  
Email Address: [ParentAccount@gmail.com](mailto:ParentAccount@gmail.com)  
Email Code: FUA3W4KDFNKV4CVR5J62

8. By clicking the "CONFIRM THIS EMAIL ADDRESS' you will be taken to the final step.

Thank You. Your account has been verified. You may now continue with the registration process by clicking the following link: [Click Here](#).

"Click Here" to return to login page.

9. If asked, enter your student's Permanent ID number, home phone number, and verification code. Click "NEXT."

[Login Page](#)

**Step 4**  
**Student Verification**

Please Enter The Following Information About Your Student

Student Permanent ID Number:

Student Home Telephone Number:

Verification Code:  [Help](#)

10. Click the button next to your name or click **“None of the above”** if you do not appear in the list. Click **“NEXT”** to complete the account creation process.

Step 5  
Emergency Contact Verification

Alice Cristine Smith has been added to your account.

Please choose the Contact record that represents you so the email address can be properly updated.

Name	Relation
<input type="radio"/> Jane Smith	Mother
<input type="radio"/> John Smith	Father
<input type="radio"/> Joe Jones	Uncle
<input type="radio"/> Jen Jones	Aunt
<input checked="" type="radio"/> None of the above	

11. “Click Here” to return to the login page and login using your new userid and password



Step 6

Thank you for registering for an Aeries Browser Interface Account and updating your Emergency Contact Record.

[Click Here](#) to login to the Aeries Browser Interface and view your student's information.

12. If you have more students to add to your account, go to “Change Student” and select “Add New Student to Your Account.”



2013-2014 Screaming Eagle High School

Home Student Info Attendance Grades Medical Guidance Test Scores Programs Change Student Options Logout

Welcome to the Parent Portal for Allan Abbott

Calendar: 01/23/2014

Gradesbook Summary: Current, Missing Day's Abs, Last

Add New Student To Your Account

Name	Per Teacher % Avg	Mark	Trend Assign	P	N	T	W	T	Updated
Alvarez, Abel B - Grd 4 - Golden Eagle Elem									

If these directions did not allow you to create an Aeries Parent Portal account, contact the school office.