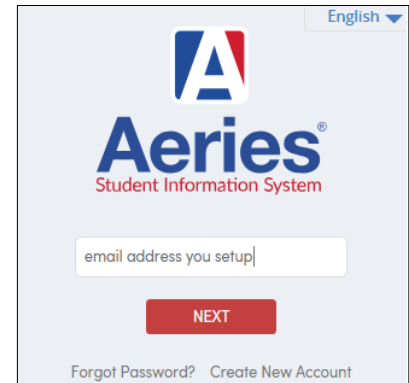


# Aeries Parent/Student Portal Resources for Elementary Schools

The steps in this quick reference guide will walk you through logging into the Parent/Student Portal system, adding additional students to your account, and finding student information within the various windows.

## Logging In

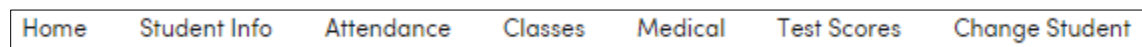
1. Open your browser, e.g., Google Chrome.
2. Enter the following URL into the address bar:  
<https://sbcusd.asp.aeries.net/student>.
3. Press the **[Enter]** key to launch the login screen.
4. In the **Email Address** field, enter your email address. Click **NEXT**.  
(Use the same email address that you used when creating the account.)
5. In the **Password** field, enter your password. Click **SIGN IN**.  
Use the same password that you used when creating your account.



## The Aeries Portal home screen appears

If you see this message, *Would you like to receive weekly emails on the status on each student you have access to? Modify*, this feature is only available at the Secondary level.

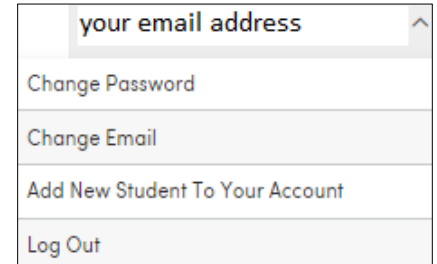
## Viewing Student Information



- Home** This screen displays, Calendar items, Attendance Summary, District Test Results and other District Resources.
- Student Info** The links below Student Info have screen displays for:
- Profile:** This is a student summary page.
  - Demographics:** student birthdate, grade, address, parent/guardian name & phone, counselor, and more.
  - Contacts:** Displays all people that have created a Portal Account associated with this student.
  - Authorizations:** Displays the Status of authorizations you have filled out. E.g., Internet use, Surveys allowed, Press Releases, and more.
  - Fees and Fines:** Displays any expenses incurred by your student and the amount due.
  - Resources/Assets:** Displays equipment checked out to student.
  - Siblings:** If siblings have been identified, they will show here.
- Attendance** This screen displays attendance information on the selected student. A legend of the various absence codes are shown at the bottom of the screen.
- Classes** Current Classes with periods, Teacher and teacher emails (links).
- Medical** This screen displays **immunization** information on the selected student.
- Test Scores** These are District Level Tests
- Test Details:** questions from this area need to be directed to the school site.
  - Test Scores:** questions from this area need to be directed to the school site.
- Change Student** is used to change to another student on your account and Add another student.

## Logging Out, Change Password, Change Email

1. Click on the arrow next to your email account in the upper right-hand corner.
2. Select an option listed.

A screenshot of a user account menu. At the top, there is a text input field containing "your email address" with a small upward-pointing arrow on the right side. Below this field are four menu items, each on a separate line with a light gray background: "Change Password", "Change Email", "Add New Student To Your Account", and "Log Out".

your email address ^
Change Password
Change Email
Add New Student To Your Account
Log Out

## Adding Additional Students

*Before you begin, request from your student's school site, the Parent Portal Information. They should give you the ID#, Home Telephone on file and the Verification Code (13-digits).*

1. Click on the arrow next to your email account in the upper right-hand corner.
2. Click on **Add New Student To Your Account**.
3. Follow the prompts.

For additional assistance in using your account, please call your student's school site and ask for the Parent Portal Team.