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Registering for a Parent Account

With the Verification Passcode, Student Permanent ID number, and telephone number in hand, go to the ABI Parent website and click on the **Create New Account** link.



Welcome to
aeries™

Email Address:

Password:

Log In

[Create New Account](#) [Forgot Your Password?](#)

ABI Version 3.5.12.01

This will take you, the parent (or student), through the Registration Wizard. During this process, you will be asked for your Account Type.



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Step 1
Account Type - Student or Parent/Guardian

Parent Student

NOTE - this choice is for account management purposes only and will not affect the capabilities of the created account. Please choose the correct account type.

If you are a parent, click the radio button to the left of “Parent”. If you are a student, click the radio button to the left of “Student”

Be sure to click “Next>>” and “Previous>>” to advance and backtrack between steps in the registration process.

Next, you will be prompted for your email address and a password to use for their new account. Please use a password that you can remember.



<< Previous Next >>

Step 2
Account Information

Email Address: ParentAccount@gmail.com

Verify Email Address: ParentAccount@gmail.com

Choose Password: ●●●●

Retype Password: ●●●●

A verification email will be sent to your email address from
AccountAdmin@district.k12.ca.us.
Before continuing, Please add this email address to your "contacts" or "safe senders" list
to ensure you receive this email.

After that step, an email will be sent to your e-mail address and the registration process will be halted until you go to your e-mail inbox and click a Confirm link in the email that was sent. Please check the Spam folder if you do not see the e-mail in your inbox.

The e-mail will read as follows:

Aeries Browser Interface Account Verification [Inbox](#) [Print](#)☆ AccountAdmin@district.k12.ca.us to me[More options](#) 8:58 am (4 minutes ago)

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

Confirmation Code: KQNW3W43TEP4H24E5E7T

School: 0

[Reply](#) [Reply to all](#) [Forward](#) [Invite AccountAdmin@district.k12.ca.us to Gmail](#)

Click on either the Confirm or Reject links or, if the links are not active, you can manually go to the URL specified in the e-mail by typing or pasting it into the browser and manually confirm or reject the account.

Choosing to manually accept or reject the account will bring up the following window:

Enter Account Information	
Email Address:	<input type="text" value="ParentAccount@gmail.com"/>
Confirmation Code:	<input type="text" value="KQNW3W43TEP4H24E5E7T"/>
School:	<input type="text" value="0"/>
<input type="button" value="Accept"/> <input type="button" value="Reject"/>	

If they click on the Confirm link in the e-mail, the following webpage will be displayed and you can continue with the registration process.

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

The registration process will continue with a screen in which you need to enter the Verification Passcode, Student Permanent ID, and telephone number for the student you wish to view. The screen looks like the following.



Next >>

Step 4
Student Verification

Please Enter The Following Information About Your Student

Student Permanent ID Number: 201523

Student Home Telephone Number: (714) 571-1899

Verification Code: V4CYP3UYUR [Help](#)

If those 3 pieces of information are verified against a student record in the database, this account will be associated with that student.

The next step in the registration process for a parent's account is a listing of every contact record for that student and a prompt for "Which Record Represents You?" Select the radio to the left of your name.



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Step 5
Emergency Contact Verification

Chris R 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 checked="" type="radio"/> John Smith	Father
<input type="radio"/> Amanda Smith	Mother
<input type="radio"/> Kathy Horsely	
<input type="radio"/> Dr. Fred Jones	
<input type="radio"/> None of the above	

The contact record will be changed to the email address entered for this account. If that contact record already had an email address, an email will be sent to the old email address informing the owner of that email address that the email

address stored in Aeries has changed and that if there is concern about this change, they should contact the school.

The final screen below will appear.



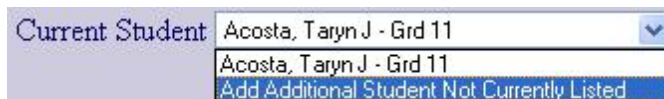
Now that the account is created, the parent or student can use the login page to login to the system and view the information about their associated student.

How to Add Additional Students to an Account

ABI allows an individual parent (or student) account to actually be associated with multiple students. An account can be associated with multiple students from multiple schools in the district. To add a new student to an account, you must first log in to ABI using the PAMS login. Then from any page in ABI, the header area shows a dropdown list of students currently assigned to your account in the upper-right corner.



Open the dropdown list and choose: **Add Additional Student Not Currently Listed** by clicking on the down arrow to the right of the student's name in the "Current Student" box. Doing this will result in the following.



You will now be taken to a page that will prompt you to enter the new student's Verification Passcode, Permanent Student ID, and Telephone number.

[Return to Main Menu](#)

Step 1

Student Verification

Please Enter The Following Information About Your Student

Student Permanent ID Number:

Student Home Telephone Number:

Verification Code: [Help](#)

Once the system confirms the information is correct, a confirmation will be displayed.

[Return to Main Menu](#)

Step 2

Emergency Contact Verification

Roberto Aguirre has been added to your account.

Then you will see multiple students in the **Current Student** dropdown list and can easily switch between viewing them by simply clicking on the one you wish to view.

Current Student	Acosta, Taryn J - Grd 11
	Acosta, Taryn J - Grd 11
	Aguirre, Roberto - Grd 12
	Add Additional Student Not Currently Listed

Forgot Your Password?

ABI provides for a streamlined way for individuals who forgot their password to request a new one. ABI cannot just email the password to you because all passwords in the system are encrypted with 256-bit hash that cannot be decrypted. If you, parent or student, forget your password, you can click on the “Forgot Your Password” link on the ABI login page.



Welcome to
aeries™

Email Address:

Password:

Log In

[Create New Account](#) [Forgot Your Password?](#)

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Once the link is clicked, you will be taken to a page where you can enter your email address.



For security reasons, your password is stored in an encrypted state in our database. This prevents the system (or anyone else) from reverse generating your password.

Please enter your email address and a confirmation email will be sent to you that will allow you to choose a new password.

Email Address:

A verification email will be sent to your email address from **AccountAdmin@district.k12.ca.us**.
Before continuing, Please add this email address to your "contacts" or "safe senders" list to ensure you receive this email.

After your email address is entered and the Go button is clicked, an email is sent that looks like the sample on the next page:

Aeries Browser Interface - Reset Account Password [Inbox](#)



☆ AccountAdmin@district.k12.ca.us to me [More options](#) 9:30 am (4 minutes ago)

You have indicated that you have lost the password for your Aeries Browser Interface account. Please click the following link to go to a web page that will allow you to set a new password for your account.

[Click Here](#)

If the link above is not working and copying and pasting the URL also doesnt work, copy and paste the following URL into your web browser:
<http://abi.district.k12.ca.us/ResetPwd.asp>

The page will then ask you for the following information:
Account Number: 6047
Email Address: ParentAccount@gmail.com
Verification Code: 359TYE837U3H5636T7D8
School: 0

[Reply](#) [Reply to all](#) [Forward](#) [Invite AccountAdmin@district.k12.ca.us to Gmail](#)

You can then click on the “Click Here” link in the email or manually go to the URL specified in the e-mail and enter the required information.

Reset Password	
Email Address:	<input type="text" value="ParentAccount@gmail.com"/>
New Password:	<input type="password" value="••••"/>
Confirm New Password:	<input type="password" value="••••"/>
<input type="button" value="Reset Password"/> <input type="button" value="Cancel"/>	

Once you click the link, the system confirms that the process has been followed correctly and allows the individual to enter a new password for their account.

Please click “Reset Password” to complete the process.