

Welcome to the AERIES Parent Portal

This document will provide you with the information to log on to Amador County Public schools to see your students' attendance, grades, and assignments.

In order to be able to Log In to the system, you will need:

- **Parent e-mail address associated with your student(s).**
- **Multiple students require same e-mail addresses.**
- **Students may have own account with different e-mail address.**
- **Student e-mail address must exist in Aeries under the student e-mail field.**

Supported browsers:

- Internet Explorer
- Firefox
- Other browsers that support Java. (All features may not work properly)

Getting Started

- Select Parent Portal from Amador County Schools home page
- Home page address – www.amadorcoe.org

The following window should appear in order for you to start the sign up process.

To get started, click on the **Create New Account** item.

Welcome to
aeries™

Email Address:

Password:

Log In

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

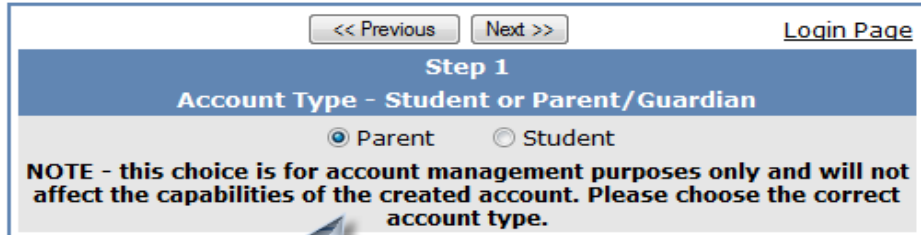
ABI Version 4.11.5.20 Secured with 128-bit Encryption

Desktop Shortcut – for ease of logging on to the system later

- Right mouse click anywhere on the open window
- Select **Create Shortcut** option
- Select **Yes** to put icon on desktop

Click on the **Create New Account** link. The following screen will appear for you to select the account type. Unless you are a student, the proper selection would be parent.

Step 1

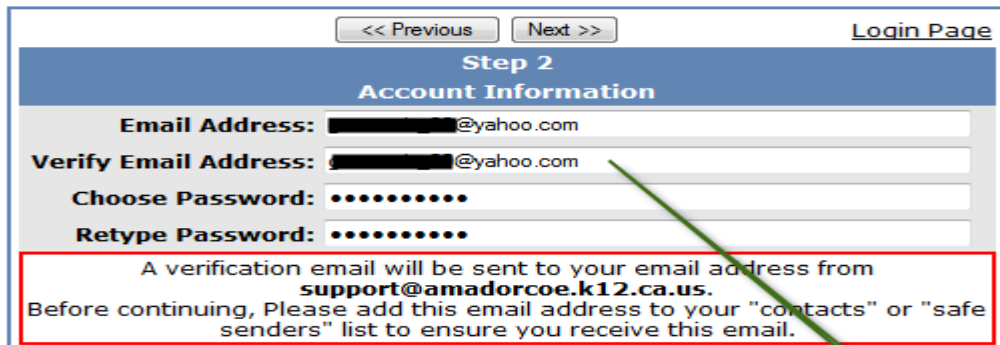


Select the type of account you are setting up. Since this is also available for students and access is different, make sure you select the proper account type.

After selecting the type of account, click on the **Next >>** button at the top of this section.

The following screen will be presented.

Step 2



Enter the e-mail address that corresponds to what the school has in the system for the parent e-mail address of your student. If you have students at more than one school site and each student has the same parent e-mail address, all students will be captured during the initial signup.

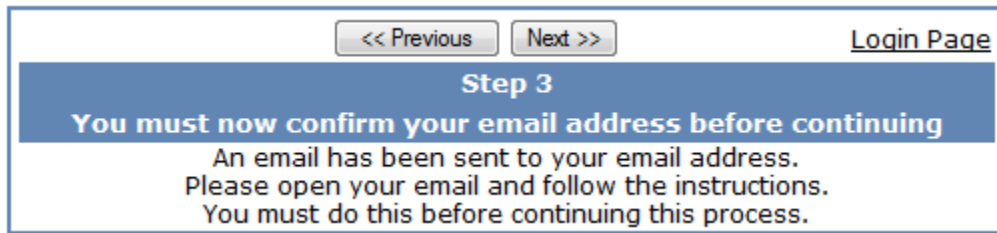
If the parent e-mail address does not match completely, your account may not be set up properly.

The Password you type above can be a unique password and is only for this system. It does not have to match the password associated with the

Once this screen is filled out, click on the **Next >>** button at the top of the screen.

The next screen will appear.

Step 3



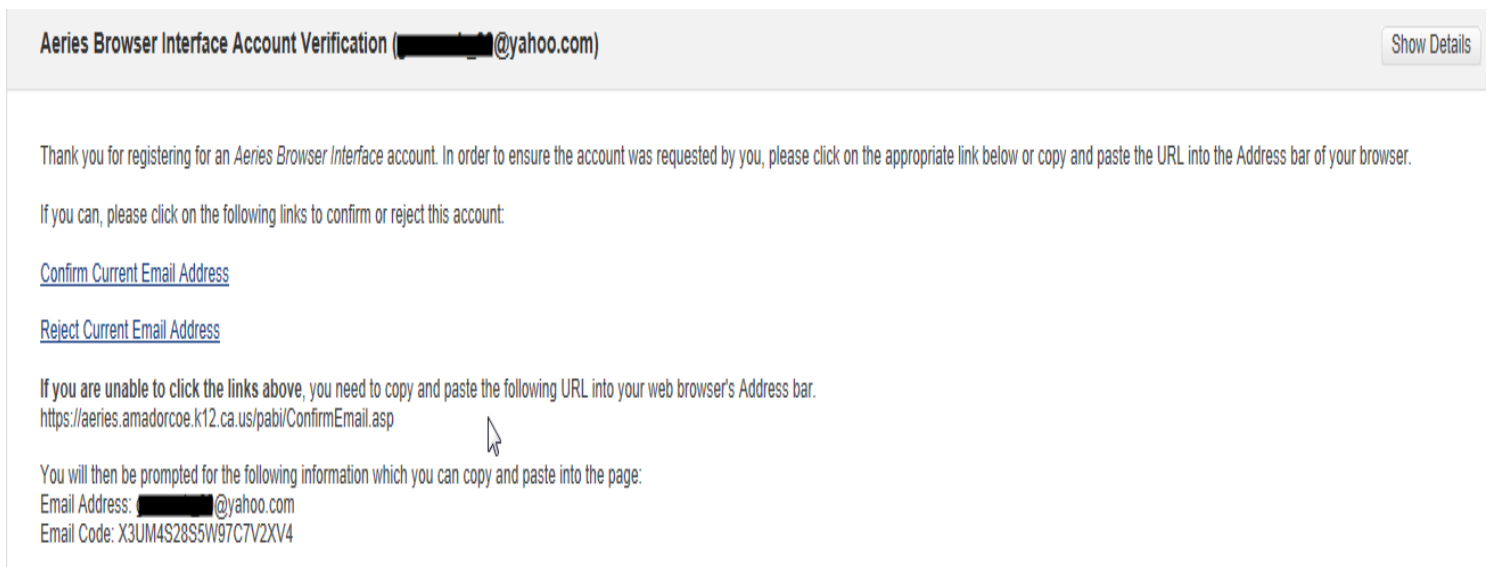
The system has now sent an e-mail to the address you provided on the screen from Step 2. If a message does not arrive in a few minutes, check your spam mail to see if it ended up in that folder. The title of the message should look like the title listed below.

support@amadorcoe.k12.ca.us

Aeries Browser Interface Account Verification ([REDACTED]@yahoo.com)

In order to make sure you receive all e-mails from this address, some e-mail accounts recommend you flag the address as trusted.

When you open the body of the e-mail, it should look something like this:



To confirm your account click on the **Confirm Current Email Address** link. This will open a new browser window.

The new browser window will display the following message:

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

Click on the **Click Here** link.

The next window will list the students associated with the email address you provided during Step 2 and the student's permanent ID numbers.

Your account has automatically been associated with Student, [REDACTED] with permanent ID number 1234567.
Your account has automatically been associated with Student, [REDACTED] with permanent ID number 987654 .
Additional students can not be added to this account from here.
Please login to the system and add new students from there.

Click on this link to be provided with a signon box.

These will be the students associated with the email address you provided.

These are their associated permanent id numbers.

If not all students are shown, contact the district for assistance.

At this time, you may close the browser window which contained the **Step 3** task as that window is no longer needed.

After clicking on the **login to the system** link as noted above, the same screen you saw when you started the account creation process will appear. Enter the e-mail address and password that were used to create your account.

If you have forgotten your password, click on the **Forgot Your Password?** link as shown below.

Welcome to
aeries™

Email Address:

Password:

Log In

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

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Type in the email address and the password you provided at the initial sign up for access to your students information.

If you forgot your password, click on the **Forgot Your Password?** link below.

By clicking on the **Forgot Your Password?** link you will be presented with the following screen. Follow the instructions as provided on the screen.

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 **support@amadorcoe.k12.ca.us**. Before continuing, Please add this email address to your "contacts" or "safe senders" list to ensure you receive this email.

If you forgot your password and you previously clicked on the link on the signon box, this screen will appear. Follow the instructions to have your password reset.

Once you successfully sign on to the system, you will be presented with a screen similar to the one below.

By selecting the different headings on the toolbar just below the school name, you can view different information about your student.

When you are done reviewing the information, click on the **Logout** button on the right portion of the screen. You will be returned to the original logon screen where you can close your browser window.

If you have any questions, please feel free to contact the school administrator or send an e-mail to studentsupport@amadorcoe.k12.ca.us and someone will respond to you in a reasonable period of time.