



Moraga School District

AERIES PARENT PORTAL HELP DOCUMENT

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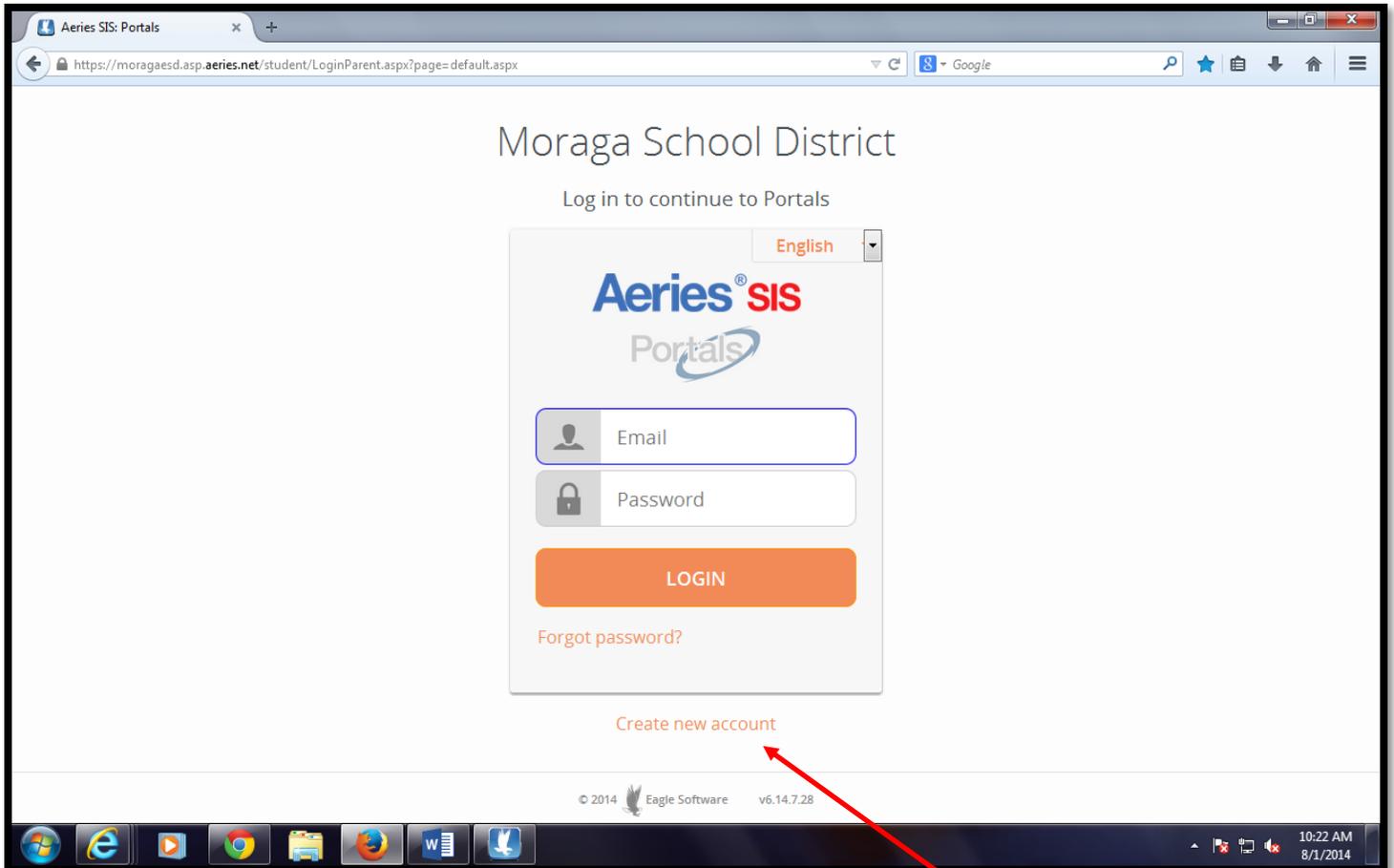
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SECTION I

HOW TO CREATE AN AERIES PARENT PORTAL

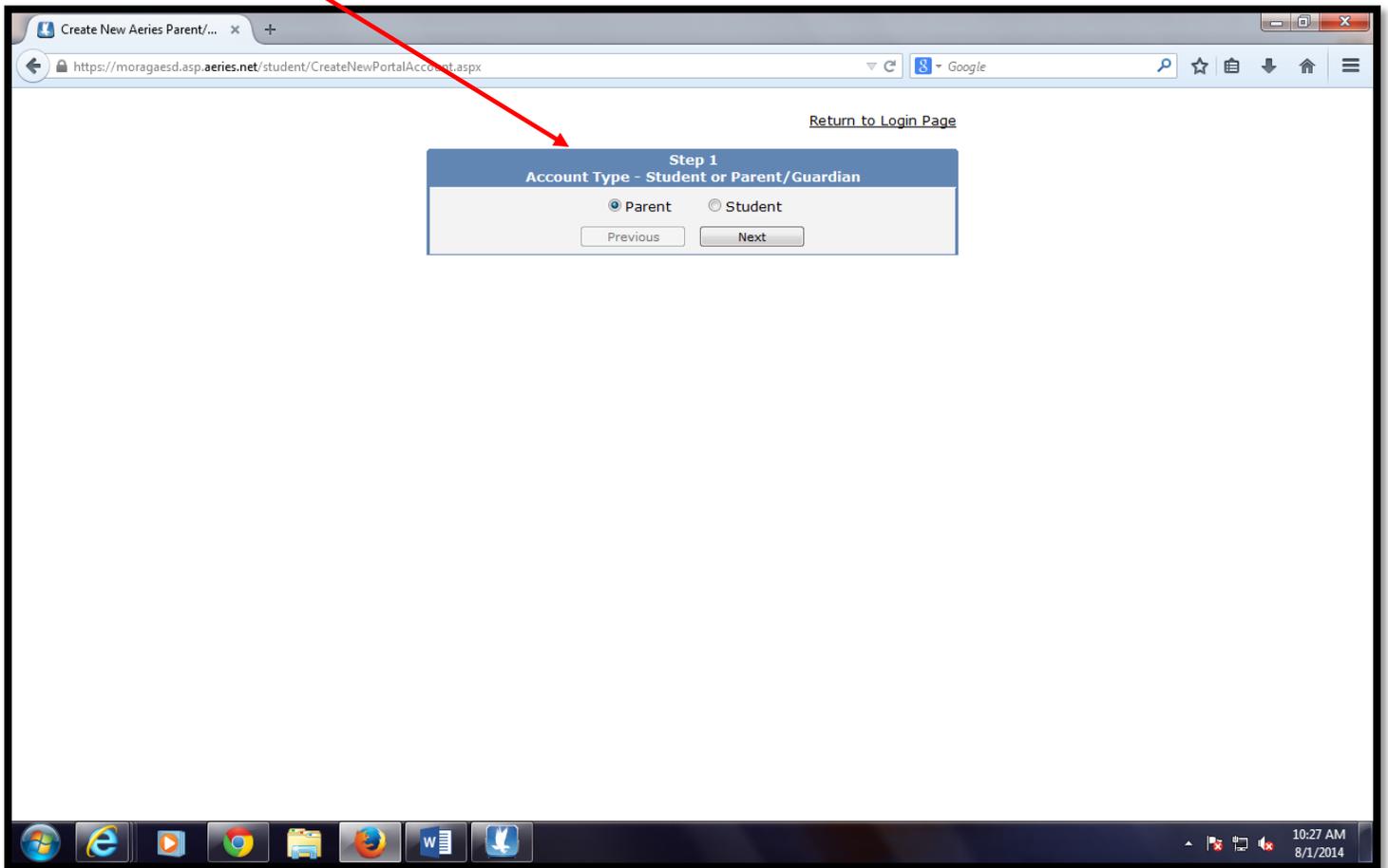
To log into your Aeries Parent Portal account, or create a new Aeries Parent Portal account, visit:

<https://moragaesd.aeries.net/student>

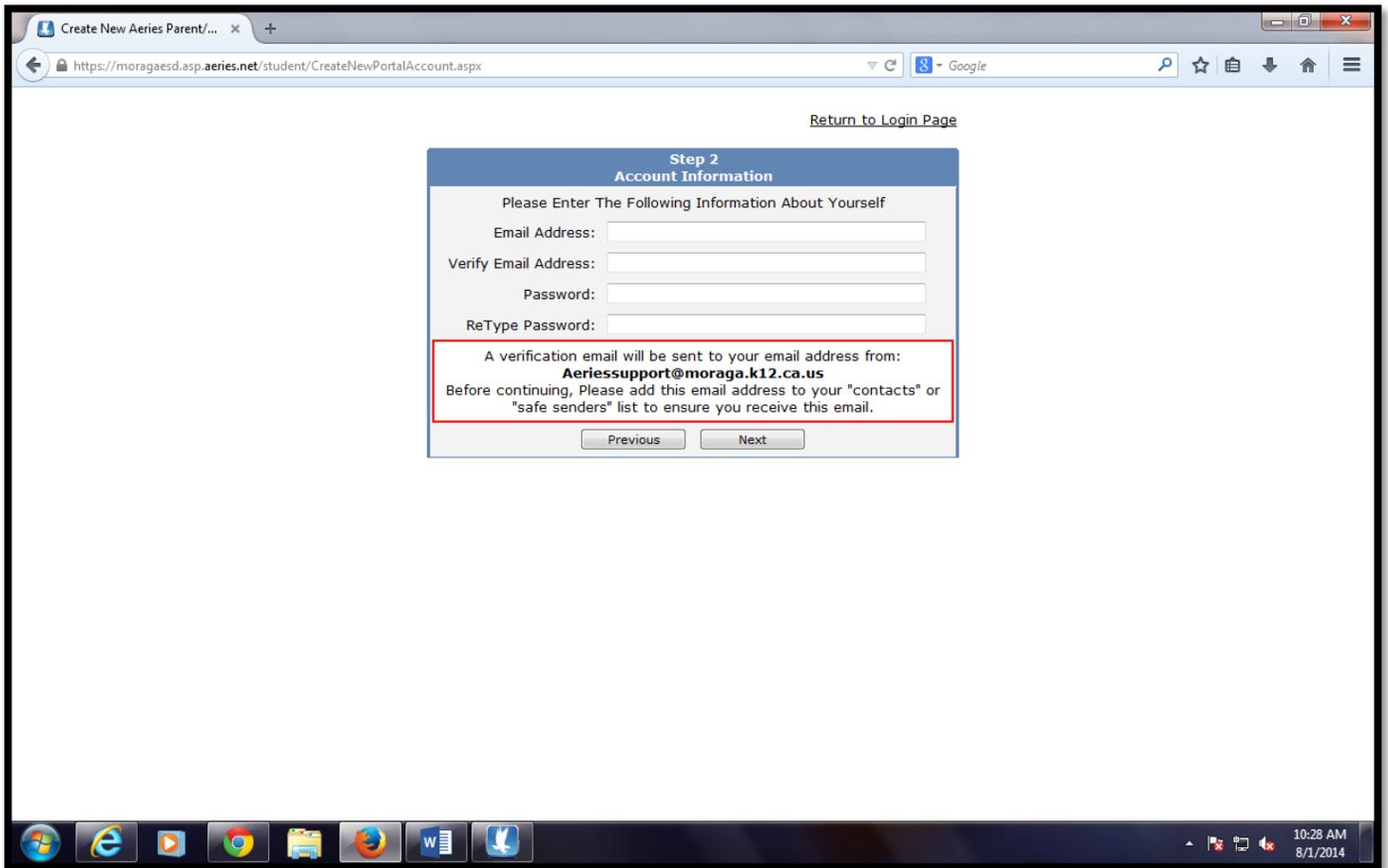


If you have an existing account, please enter your email address and password and skip to #4. If you need a new account, click on 'Create new account'.

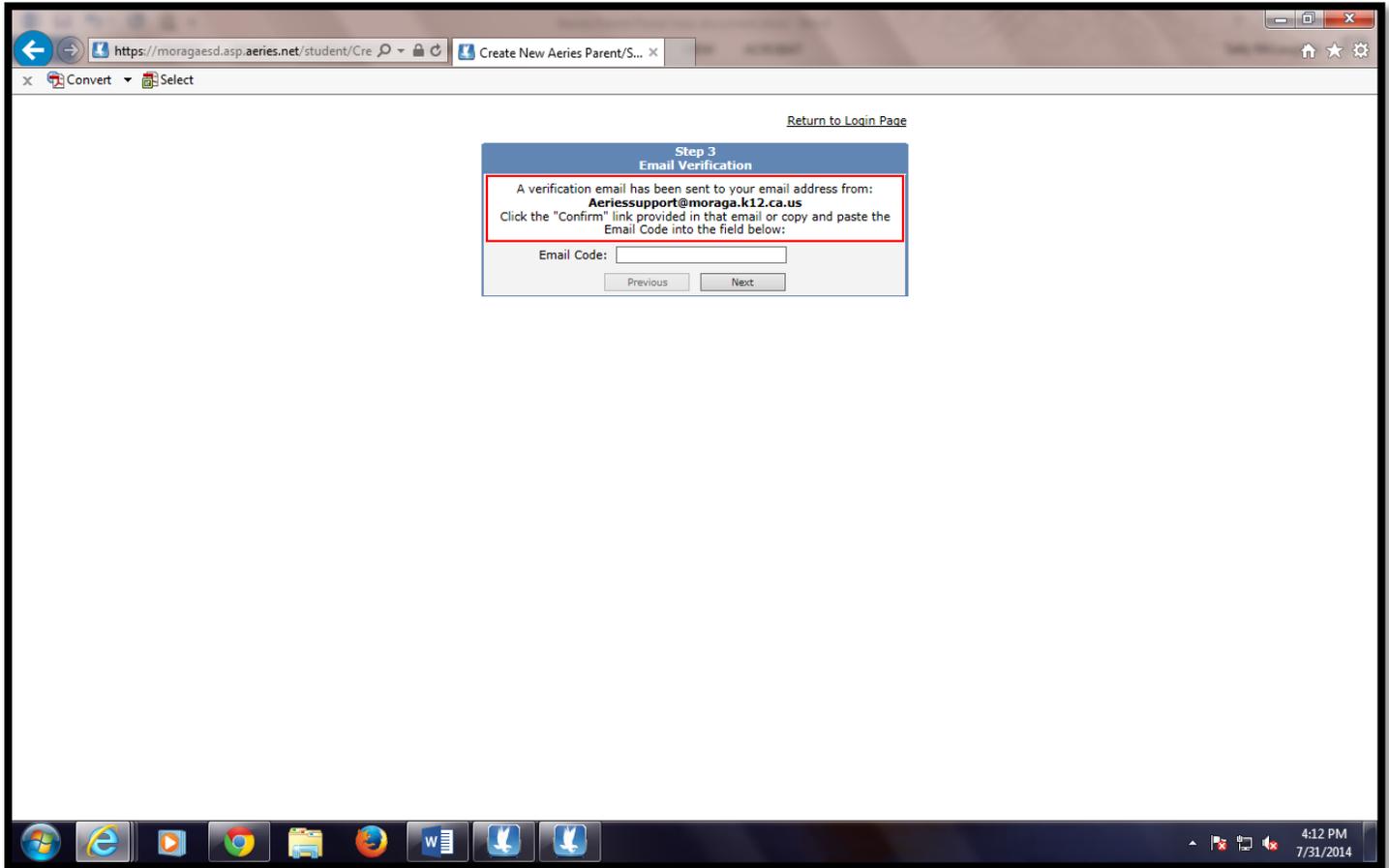
1) Select 'Parent' and click 'Next'. **DO NOT SELECT STUDENT !!!**



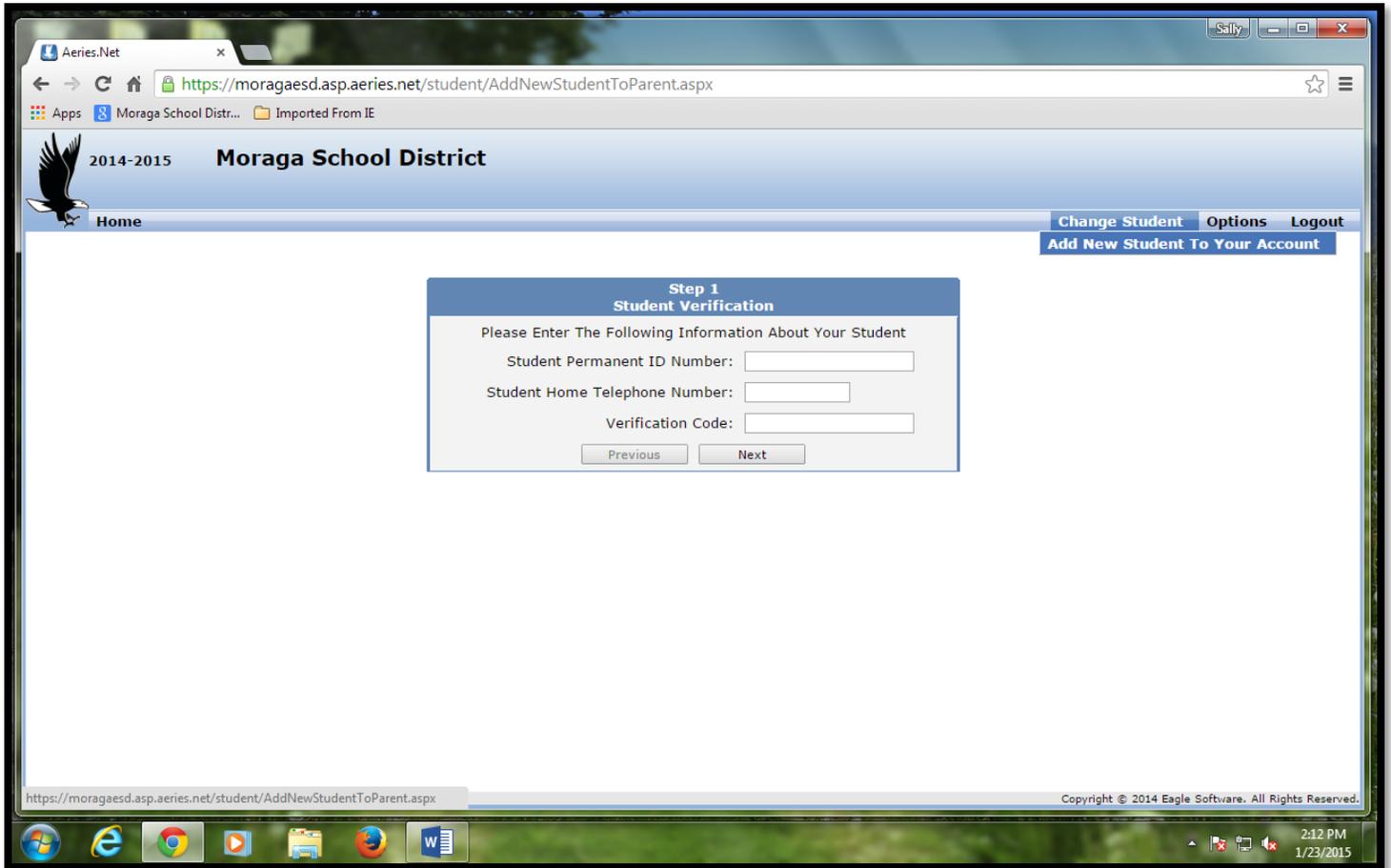
- 2) Enter your email address and password and click 'Next'. An email confirmation will be sent to the email address you have entered.



- 3) Once you receive the confirmation email, cut and paste in the following screen the email code that was sent to you. Then click 'Next' to return to the original login screen and re-enter your email address and password.



- 4) Enter the student id and verification code provided to you for your student. Also enter the primary phone number you used when you registered and then click 'Next'.



- 5) Click on the blue and yellow message that says “Click here to confirm information about your student” at the top of the screen. Or alternatively, select ‘Data Confirmation’ from the ‘Student Info’ menu.

2014-2015 Joaquin Moraga Intermediate School

Home Student Info Attendance Medical Change Student Options Logout

You have not yet completed the Student Data Confirmation Process. Click Here to confirm the information about your student.

Welcome to the Parent Portal for Lost Student

Student Info: Profile, Demographics, Contacts, **Data Confirmation**, Siblings

Calendar: 07/31/2014

Students You Have Access To

Student	Grade	School
Lost Student	0	Joaquin Moraga Int Schl

Attendance Summary

Code	Description	All
------	-------------	-----

Currently Accessing From: 192.168.218.190
Previously Accessed From: 192.168.218.190 on 7/31/2014 4:39:19 PM

Aeries.net Portal Version 6.14.7.28 Copyright © 2014 Eagle Software. All Rights Reserved.

https://moragaesd.asp.aeries.net/student/ParentDataConfirmation.aspx

4:40 PM 7/31/2014

- 6) Please review/update information on each of the following tabs: Student, Contacts, Medical History, Documents, Authorizations and Final Data Confirmation. Clicking on 'CONFIRM AND CONTINUE' moves you to the next tab.

2014-2015 **Joaquin Moraga Intermediate School**

Home **Student Info** Attendance Grades Medical Test Scores Change Student Options Logout

StuNum	Last Name	First Name	Middle Name	Perm ID Num	Sex	Grd	Age	Birthdate	Prog	Track	HmLng	LangFlu	Status
	Student	Bright		100001241	F	6	12	5/15/2003			Dutch		*

Please update all of your student's information.

1 **Student**

2 Contacts

3 Medical History

4 Documents

5 Authorizations

6 Final Data Confirmation

[Confirm and Continue](#)

Please review/update as necessary. "Father's Work" & "Mother's Work" fields should contain cell phone numbers.

Student Demographics		
		Notes
Mailing Address	1544 School Street Moraga CA 94556	Changes to this information will NOT be saved in the system. Instead, the new information will be emailed to the school and the school will contact you for additional information.
Residence Address (if different than Mailing Address)	1544 School Street Moraga CA 94556	Changes to this information will NOT be saved in the system. Instead, the new information will be emailed to the school and the school will contact you for additional information.
Primary Phone	(925) 555-1234	
Father's Work		
Mother's Work		
Correspondence Language		Letters and Report Cards sent home from the school will be sent in this language. Not all languages listed are supported by the district.
Parent Highest Education Level	Declined to State or unknown	

7) Please be sure to enter AT LEAST THREE EMERGENCY CONTACTS, other than parents!! These contacts will be used only when there is an emergency situation involving your student, WHEN THE PARENTS ARE UNAVAILABLE.

2014-2015 **Joaquin Moraga Intermediate School**

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

StuNum	Last Name	First Name	Middle Name	Perm ID Num	Sex	Grd	Age	Birthdate	Prog	Track	HmLng	LangFlu	Status
	Student	Bright		100001241	F	6	12	5/15/2003			Dutch		*

Please update all of your student's information.

- 1 Student
- 2 **Contacts**
- 3 Medical History
- 4 Documents
- 5 Authorizations
- 6 Final Data Confirmation

ENTER 3 EMERGENCY CONTACTS (OTHER THAN PARENTS) !! Please also enter PREFERRED HOSPITAL.

Select Record to Change

Name	Address Relation
Suzy Student	Mother
Sal Bando	Emergency Contact
Marcus Allen	Emergency Contact
Nate Thurmond	Emergency Contact
John Muir Hospital	Hospital

Change Add

Contact Details		
Name	Address Relation	Notes
Suzy Student		This field is used to address mailings from the school if applicable. This field is used to address mailings from the school if applicable.
Name Prefix		
First Name	Suzy	

Confirm and Continue

2:45 PM 6/19/2015

8) Complete the enrollment confirmation process by selecting 'Finish and Submit'.

2014-2015 **Joaquin Moraga Intermediate School**

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

StuNum	Last Name	First Name	Middle Name	Perm ID Num	Sex	Grd	Age	Birthdate	Prog	Track	HmLng	LangFlu	Status
Student	Bright			100001241	F	6	12	5/15/2003			Dutch		*

Please update all of your student's information.

- ✓ Student
- ✓ Contacts
- ✓ Medical History
- ✓ Documents
- ✓ Authorizations
- 6 Final Data Confirmation

Finish and Submit

PLEASE CONFIRM THAT THE INFORMATION ON THE PREVIOUS TABS IS CORRECT

DID YOU ENTER AT LEAST 3 EMERGENCY CONTACTS, OTHER THAN PARENTS?
If not, PLEASE go back to the 'CONTACTS' tab and enter them NOW.

Your student's class schedule will be available online through this account beginning on 8/24/2015.

To print your student's class, under 'Student Info', select 'Classes' and select 'Print'.

For Locker Assignments, under 'Student Info', select 'Demographics'. Locker assignment is below the Parent Guardian information. Please make note of this locker number on your student's class schedule.

If all required information has been entered properly, you should see this message in green at the top of the screen:

Thank you for confirming the student data in the system.

SECTION II

COURSE REQUEST ENTRY INSTRUCTIONS

(JM ONLY)

Once you have been notified by JM that the course request entry option is open for your child's grade, you should log into your parent portal account. Course request entry is ONLY allowed for specific windows of time for each grade level.

To enter Course requests for your child, select 'Change Student' from the main menu on the right hand side. Select your middle school student from the drop-down list. If you have a 5th grade student, they will appear twice. Once as an elementary student, and once as a pre-enrolled JM student. Select the pre-enrolled JM student.

2012-2013 Screaming Eagle High School

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

Course Requests												
StuNum	Last Name	First Name	Middle Name	Perm ID Num	Sex	Grd	Age	Prog	Track	AttProg1	AttProg2	Status
N/A	Abdo	Alice	A	99400003	F	9	14					

All Course Requests must be approved by appropriate school personnel. Scheduling for grade: 10

View Course Request Details

Subject Area	Course Requests	Filter Courses
English	English (0901)	Name or Nbr: <input type="text"/> Sbj Area: Science/Life <input type="button" value="Search"/>
Physical Education		Click A Course To Request or ↑ for Info
Social Science		Bio CP Sem 1 (2302) Int Sci I/Cp (0684) Life Science (22006)
Mathematics	Algebra (21202)	Bio CP Sem 2 (2303) Int Sci-L II (0680) Life Science (22007)
Fine Arts	Adv Band (0582)	Biology (0953) Int_Science (0950) Life Science (22008)
Practical Arts		Biology_Cp (0656) Integ Science-L (0654) Life Science (22010)
Science/Life		Env Systems_Cp (0663) Intg Sci II_Cp (0690) Life Science (50810)
Science/Physical		Gen Science Tri (0650) Life Science (0651) Multi Sci Cp (0653)
Health & Career Ed		Hon Adv Bio (0665) Life Science (0903) Sci L CP H Lab (1649)
Computer Science		Hon Env Systems (0664) Life Science (22000) Sci Life CP H (1648)
Electives		

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Now from the 'Student Info' menu on the left hand side of the screen, select 'Course Request Entry' from the drop-down list. Click on the 'Search' button to view the list of available courses for your child.

The screenshot shows the Aeries Student Information System interface for Screaming Eagle High School. The page is titled "2012-2013 Screaming Eagle High School" and has a navigation menu with options like Home, Student Info, Attendance, Grades, Medical, Guidance, Test Scores, Programs, Change Student, Options, and Logout. The main content area is titled "Course Requests" and contains a table with columns: StuNum, Last Name, First Name, Middle Name, Perm ID Num, Sex, Grd, Age, Prog, Track, AttProg1, AttProg2, and Status. Below the table, there is a red warning message: "All Course Requests must be approved by appropriate school personnel. Scheduling for grade: 10". The "View Course Request Details" section shows a list of subject areas and course requests. The "Filter Courses" section has a search bar and a dropdown menu for "Sbj Area: Science/Life". A red arrow points to the search button in the "Filter Courses" section.

Each grade level will see the appropriate choices available for electives for their grade. Incoming 6th grade students receive 1 elective period. Incoming 7th grade students receive 1 elective period, unless they are requesting to have the Z period option. In that case, their will get an additional elective period. Incoming 8th grade students receive 2 elective periods.

The preference of electives is determined by the order in which they are chosen. Should your child's primary choice be unavailable, the next choice will be selected.

Once your entries have been selected, and the entry timeframe has closed, you will not be able to make changes to your choices.

SECTION III

HOW TO VIEW/PRINT STATE ELECTRONIC TEST SCORE REPORTS

Once you have been notified from your school that State Electronic Test Score reports are available (CAASPP, CAST, CSA and the ELPAC), you should log into your parent portal account.

Select 'Change Student' from the main menu on the right hand side. Select your student from the drop-down list. Under the 'Test Scores' menu item, select 'State Test Score Reports'.

The screenshot shows the Aeries Student Information System interface. The top navigation bar includes the Aeries logo, the school name 'Screaming Eagle High School', and the user 'admin'. The main content area is titled 'State Electronic Test Scores Reports' and displays the profile for 'Allan (AJ) Abbott'. The profile includes fields for Permanent ID, State Student ID, Status Tag, Student Number, Grade, Age, Gender, Birthdate, Counselor, Language Fluency, Cor/Lng / Rptg/Lng, and Interdistrict Status.

Below the profile, there are sections for 'CAASPP' and 'ELPAC'. The 'CAASPP' section shows a filter for 'English' selected for the year 2018. A blue arrow points from this filter to a preview of the CAASPP report. The 'ELPAC' section also shows a filter for 'English' selected for the year 2018.

The preview of the CAASPP report shows the following information:

- ENGLISH LANGUAGE ARTS/LITERACY (ELA)**
- Student's overall score for 2018: **2421** (Standard Nearly Met (Level 2))
- Student's score increased from last year, enough to reach a higher level.
- 2018 Area Performance table:

2018 Area Performance	Below Standard	Near Standard	Above Standard
Reading: How well does your child understand stories and information that he or she reads?	✓		
Writing: How well does your child communicate in writing?	✓		
Listening: How well does your child understand spoken information?		✓	
Research/Inquiry: How well can your child find and present information about a topic?			✓

- Student's Score History table:

	GRADE 3	GRADE 4
Achievement Level	Standard Not Met	Standard Nearly Met
Overall Score	2360	2421
State Average*	2411	2452

The preview also shows the beginning of the 'MATHEMATICS' section, with an overall score of 2495 (Standard Met (Level 3)).

Occasionally, there is a delay in the visibility of these tests, due to the links from the provider.

If that happens, please refresh your system. If there is still a problem, please contact your school.

SECTION IV

HOW TO VIEW/PRINT REPORT CARDS

Once you have been notified from your school that report cards are available, you should log into your parent portal account. Select 'Change Student' from the main menu on the right hand side. Select your student from the drop-down list.

For elementary students, under the 'Grades' menu item, select 'Standards Based Report Card'. The 'Print' button will appear on the left once the teachers have completed their entries.

The screenshot shows the Aeries Parent Portal interface for Golden Eagle Elementary School. The user is logged in as parent@aeries.com. The 'Grades' menu is open, showing options like 'Gradebook', 'Standards Based Report Card', and 'Report Card History'. The 'Standards Based Report Card' page is displayed for student Abel (DB) Alavez. It features a 'Print' button and several comments from the teacher. Below the comments is a table titled 'Standards-Based Grades - Fourth Grade'.

Standard		Achievement	Mark 1	Mark 2	Mark 3
CEL.4.R	Reading	PR - Proficient			
CEL.4.R	Reading	Effort	S - Satisfactory		
CEL.4.RL.1	Refer to details and examples in a text when explaining what the text says explicitly and when drawing inferences from the text.		3 - Substantially Meets Standard		
CEL.4.RL.2	Determine a theme of a story, drama, or poem from details in the text; summarize the text.		3 - Substantially Meets Standard		
CEL.4.RL.6	Compare and contrast the point of view from which different stories are narrated, including the difference between first- and third-person narrations.		NA - Not Assessed at this time		
CEL.4.RI.1	Refer to details and examples in a text when explaining what the text says explicitly and when drawing inferences from the text.		1 - Not Meeting Standard		
CEL.4.RI.2	Determine the main idea of a text and explain how it is supported by key details; summarize the text.		1 - Not Meeting Standard		
CEL.4.RI.9	Integrate information from two texts on the same topic in order to write or speak about the subject knowledgeably.				
CEL.4.RF.3	Know and apply grade-level phonics and word analysis skills in decoding words.		3 - Substantially Meets Standard		
CEL.4.RF.4	Read with sufficient accuracy and fluency to support comprehension.				
CFI.4.W	Writing	Achievement	BB - Below Basic		

For a middle school students, under the 'Grades' menu item, select 'Grades'. The 'Print' button will appear on the right side.

The screenshot shows the Aeries Parent Portal interface. The user is logged in as Alice Abdelnour. The 'Grades' menu is open, showing options like Gradebook, Report Card History, and Standards Based Progress Dashboard. The 'Print' button is visible on the right side of the page. The main content area displays a table of student grades.

Per	Crs-ID	Course	Tch#	Teacher	WH	Abs	Tdy	Comments					
1	0416	Spanish I	730	Velasquez		2	0						
2	0968	Leadership	721	Wallace		2	0						
3	0674	Phys Science,CP	807	Smith, S.		1	0						
4	0645	Adv Algebra CP	725	Zisk	B	B	B	C	5.00	S	1	0	Pleasure To Have In Class
5	0010	PE 9	607	Bray	A	A	A	A	5.00		2	0	
6	0301	English 9 Cp	694	Edwards	A	A+	A	A	5.00	S	3	0	

Summary Table:

Credit Attmp	Credit Comp
30.0000	30.0000

SECTION V

FREQUENTLY ASKED QUESTIONS

Who do I contact for help? Email: Aeriessupport@moraga.k12.ca.us

I have more than one student in the District, do I have to create multiple accounts?

Parents only need to have one account for their family. All children can be linked to the same parent account. If you would like to add additional students to your parent account, Select 'Add New Student To Your Account' from the 'Change Student' menu (see Item #4 above). You will need to supply the Student ID and Verification Pass Code provided to you by school personnel, as well as the primary phone number used when this student was originally registered.

Do parents need to create an account every year?

No. This is a one-time process. If you have another child that enters the District (e.g. Kindergarten student), you will be able to add them to your existing account. Please see the answer above.

What if I see incorrect information on my student's account (i.e., a phone number, or address)?

Contact your child's school. You are able to edit and update contact information, but the school office has to change primary student address and telephone information.

If I move, can I update my address through the Aeries parent portal?

Address changes must be done at the school office with the proper paperwork. Parents can view current address information through the Aeries parent portal.

How do I change my password or email address used to log in?

Once you log in, under the "Options" menu on the right hand side of the menu bar, select 'Change Password' or 'Change Email', as appropriate.