

Chino Valley Unified School District's Parent Portal Account Setup



Step-by-Step instructions for setting up your Aeries Parent Portal Account

Depts. of Technology & Instructional Technology

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You will need to have your student's "Student Data Printout" (you can get this from your student's school) with the "Verification Pass Code" before you can setup your Aeries Parent portal

Open your internet browser and go to the Chino Valley Unified School District web page (www.chino.k12.ca.us); select the "Parents" tab



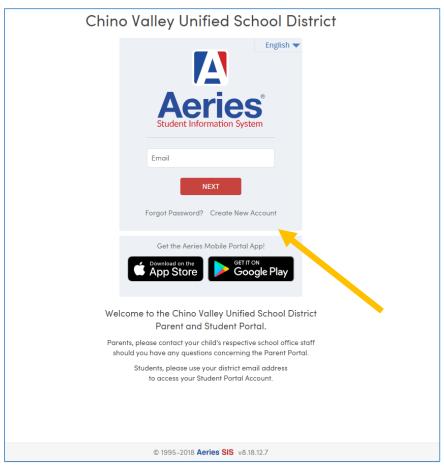
and the "Aeries Parent Portal" link on the drop menu



Next, you'll be taken to a page where you select the "AERIES SIS Portals" Icon

CHINO V UNIFIED SCHO Student Achievement * Safe:		SEARCH CHINO VALLEY
	✓ STUDENTS ✓ PARENTS ✓ COMMUNITY ✓ STAFF ✓ BOARD OF EDU	ucation \vee connect \vee
AERIES PARENT PORTAL	Click on the link below for the Aeries Parent Portal.	
Aeries Parent Portal	Aeries [®] sis	
	Portal	
	Click on the link below for the Aeries Mobile Parent, actal App.	
	Aeries Parent Portal Mobile App	
	Click here to view the Aeries Parent Portal instruction g	juide.

On the new screen – select "Create New Account"



Welcome to Step 1 of the sign in wizard. Select "Parent/Guardian," then click "Next."

	Aeries Student Information System
	Return to Login Page
Step 1	Account Type – Parent/Guardian or Student
	 Parent/Guardian Student Previous Next

In Step 2 – Account Information, enter your email address and re-type to verify it. Then, create a password and retype it. Passwords must contain at least 6 characters, an upper and lower-case letter, and one special character (!,@,#,\$, etc...). Click "Next".

	Return to Login Page
Step 2	Account Information
Please Ente	r The Following Information About Yourself
Email Address:	
Verify Email Address:	
Password:	
Retype Password:	
Webmaster@chino. Before continuing, p	will be sent to your email address from: <u>k12.ca.us</u> lease add this email address to your <u>contacts or safe</u> re you receive this email.

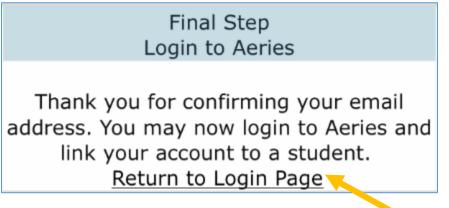
Step 3 – Email Verification notifies you that an automatic email message has been sent to the email address you entered. Follow the instructions on the screen.



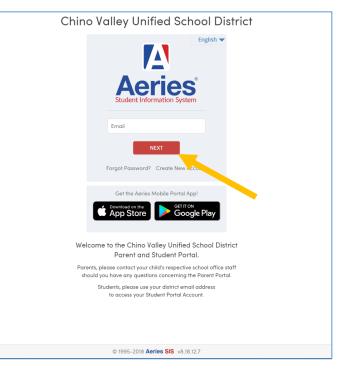
Open your email account and look for one sent from Webmaster@chino.k12.ca.us. If you don't see an email sent from that address, check your Spam or Junk folder. Follow the directions for verifying your email address.

From: Webmaster@chino.k12.ca.us
To: CVUSD-Parent@mail.com
Date: Mon, 20 Oct 2014 10:49:41 -0700
Subject: Aeries Account Verification
Thank you for registering for an <i>Aeries</i> 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 This Email Address
Reject This 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.
https://aeriesweb.chino.k12.ca.us/Aeries.NET/ConfirmEmail.aspx
You will then be prompted for the following information which you can copy and paste into the page:
Email Address: <u>your</u> email address will appear here
Email Code: There will be a 20 digit code here

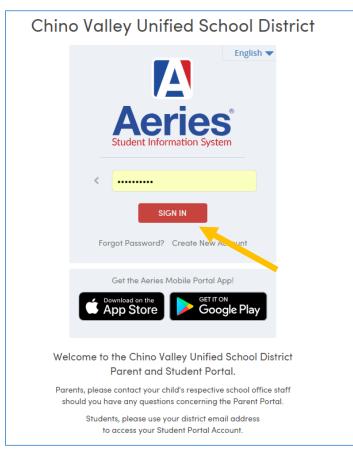
An internet browser will open - and a message will display stating your account has been verified. Click where it says "**Return to Login Page**".



Enter your email address and click "NEXT"



Enter the password you created and click "SIGN IN"



You will be directed to the Step 1 – Student Verification page:

- You will enter your student's information from the Student Data Printout you received from your student's school, then click "Next"
 - Permanent ID Number
 - The Student Home Telephone Number
 - Verification Code

Step 1 Student Verification
Please Enter The Following Information About Your Student
Student Permanent ID Number:
Student Home Telephone Number:
Verification Code:
Previous Next

Follow the instructions on the screen and click "Next"

Step Emergency Conta	
Your account is now linked	d to Name
If your name appears below, please s on the record car	
Name	Relationship
Janet Smith	Mother
Joe Smith	Father
None of the above	
Previous	Next

You have now linked your student's account.



Once in your student's information screen, you can also **"Add additional Students Not Currently Listed"** or switch between your students whom have already been added.

Attendance	Grades Resourc	pc -	Cur	rent Stud	Mo	use, Mini L - G use, Mickey J d Additional Stu	- Grd 10 - Tahquitz HS rd 11 - Helen Hunt Jackson - Grd 10 - Tahquitz HS Jdent Not Currently Listed ptions Logout
Attenuance	Graues Resource	6.3				- VI	ptions Logou
ast Name	First Name	Middle Name	Suffix	Sex	Grd	Age	Birthdate
a name of the state of the state of			Suffix	Sex M	Grd 10	Concession of the local division of the	
_ast Name	First Name	Middle Name	Suffix		10	Age	Birthdate

IMPORTANT NOTES

- If you have any questions about signing up, please contact your school site. Your school has your account information.
- All passwords are encrypted. You will be prompted once a semester to change your password.
- You can change your email address and password from inside the portal; until you change your password, however, it will be the one you provided for account activation.