

Parent Request for Aeries Parent Portal Access

The ABI (Aeries Browser Interface) is designed to allow parent's access to their student's information. This information is only accessible by knowing the student's ID number, telephone number, and Verification code. By setting up an account and/or logging onto the Aeries Parent Portal, you agree to abide by the School District rules and regulations. Use of this system and its services is strictly limited to authorized account holders ONLY. All users are to be responsible for their student's information codes and passwords. Users agree not to give anyone else their password, verification codes or any other personal information. The district will not be responsible for unauthorized access if the user has not been careful with their information.

Ways to protect your information include but not limited to:

- Do not give anyone your password.
- Do not write your password down. Do not put your password in a drawer near the computer. Do not write your password on a post-it note and paste it to your monitor.
- Close the browser when you are done. If you wish to continue to use the Internet, open a new browser window.
- Do not choose a password that is easily guessed by someone else such as a spouse's, children, grandchildren, or pet's name, birth date, anniversary date, address, social security number, etc. Suggestions on passwords include combinations of letters and numbers or upper and lower case letters.

Please return this completed form to the school office for processing. Your login information will be mailed to your address within five business days.

Please print information.

Students Name: (First) _____ (MI) _____ (Last) _____

Parent Name: _____

Mailing Address: _____

Parent Signature: _____ Date: _____

SET-UP STEPS

1. Log onto <https://abi.rimsd.k12.ca.us/pabi> (or you can use the ABI parent's button from the RHS web sites home page).
2. Click on "Create New Account".
3. Account Type. Select **Parent** and click on "Next".
4. Enter email, verify email, password, password verify and click "Next".
5. Open your email and follow the instructions to confirm Aeries message.
6. Return to the Aeries set-up page.
7. After confirming your email, click on "Next".
8. Enter student permanent ID number, home telephone INCLUDING area code and verification code that you received from the school and click on "Next".
10. From this next screen, you can click on "Log in Page" and type in your email address and password. Your student's information should be available at this time. You should have access to their attendance, test scores, and grades. It is in the grades tab that you will be able to view how your student is doing in his/her classes.
 - Click on "Grades" Tab.
 - Click on "Gradebook" tab in top left corner.
 - Click on pull down menu to select class to view (small blue box with arrow).
 - Understanding assignments: [] means grading not completed, not due yet and/or not factored into class grade.