

PABI - Parent/Student Aeries Browser Interface

HEMET UNIFIED SCHOOL DISTRICT



Information Technology

PABI – Parent/Student Aeries Browser Interface
Prepared by HUSD Technology Department

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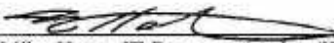



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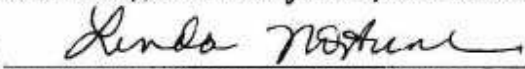
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Releasing Documentation

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PABI – Parent/Student Aeries Browser Interface

Creating an Account

What You Will Need

To create a Parent or Student ABI account you will first need:

1. Internet access.
2. A valid and active e-mail address.
3. The Students Permanent ID as listed in the schools SIS.
4. The primary telephone number that was given to the school site at registration.
5. A ten digit student specific Verification Passcode (VPC).

NOTE: Items 3 – 5 will be provided by the school site.

Where To Go

To log into the Parent/Student Aeries Browser Interface (from here on referred to as PABI) go the District website at www.hemetusd.k12.ca.us , click on the Quick Links drop down menu and select Parent/Student Aeries Browser Interface. You can also use the website address of pabi.hemetusd.k12.ca.us.

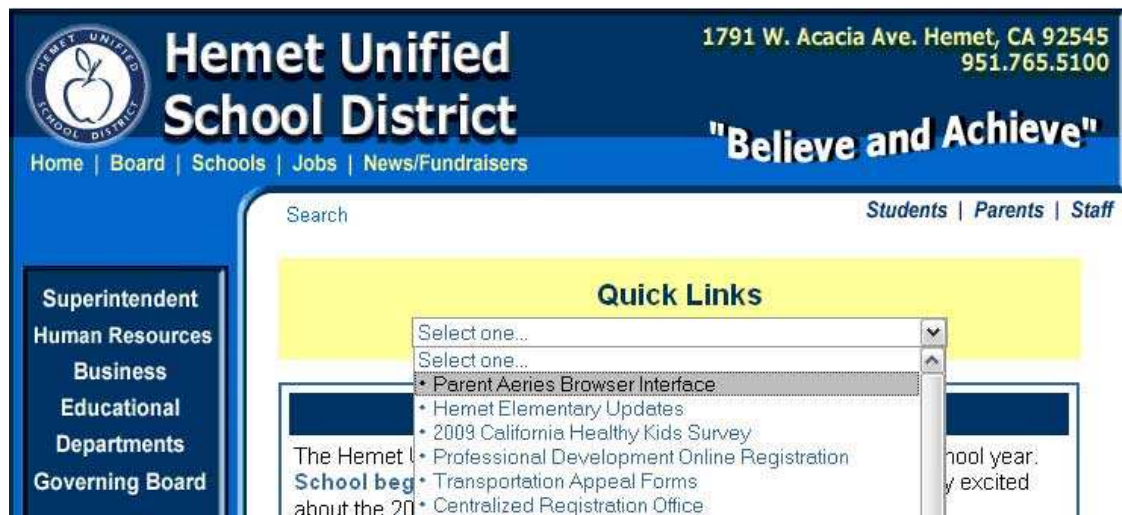


Figure 1 – Access PABI

Once you get to the PABI login screen select **Create New Account**.



Welcome to
aeries™

Email Address:

Password:

Log In

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

ABI Version 4.10.8.18 - Secured with 128-bit Encryption

Figure 2 - Login Screen

Select either a **Parent** or **Student** account type and click on **Next**.



<< Previous Next >> [Login Page](#)

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.

Figure 3- Account Type



Enter and verify your **E-mail Address**, then create and confirm a **Password** for the account. Click **Next**.

The screenshot shows a web form titled "Step 2 Account Information". At the top, there are navigation buttons: "<< Previous" and "Next >>". In the top right corner, there is a link labeled "Login Page". The form contains four input fields: "Email Address:" with the value "aeries@hemetusd.k12.ca.us", "Verify Email Address:" with the same value, "Choose Password:" with a masked password of ten dots, and "Retype Password:" with a masked password of ten dots. Below the input fields, a red-bordered box contains the following text: "A verification email will be sent to your email address from **aeries@hemetusd.k12.ca.us**. Before continuing, Please add this email address to your "contacts" or "safe senders" list to ensure you receive this email."

Figure 4 - Login Information

At this point you will need to check your e-mail account for a message from aeries@hemetusd.k12.ca.us with a subject of "Aeries Browser Interface Account Verification". When you open the message, click on the option to **Confirm Current Email Address**.

The screenshot shows the content of a confirmation email. It begins with a thank you message: "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." It then asks the user to click on the following links to confirm or reject the account: [Confirm Current Email Address](#) and [Reject Current Email Address](#). A note states: "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." The URL provided is "https://pabi.hemetusd.k12.ca.us/abi/ConfirmEmail.asp". Finally, it says: "You will then be prompted for the following information which you can copy and paste into the page:" followed by "Email Address: te@hemetusd.k12.ca.us" and "Email Code: 76C484CK54BU37S28NFW".

Figure 5 - Confirmation E-mail



An internet browser will open and a message will display stating your account has been verified. Click where it says “**Click Here**”.

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

Figure 6 - Verification Message

Next you will need to enter your **Student Permanent ID Number**, **Student Home Telephone Number** and a **Verification Code**. All this information is available at the Students school site. The VPC is case sensitive.

Figure 7 - Student Information

Select your name from the Contact list and click **Next**.

Name	Relation
<input type="radio"/> Debbie	Mother
<input type="radio"/> Cyndi	Guardian
<input type="radio"/> Maria	Other
<input type="radio"/> Louie	Brother
<input type="radio"/> Brandy	Sister
<input type="radio"/> Dr.	Doctor
<input checked="" type="radio"/> None of the above	

Figure 8 - Select Your Name



At this point the account creation process is complete. Click where it states “**Click Here**” to access your Students information.

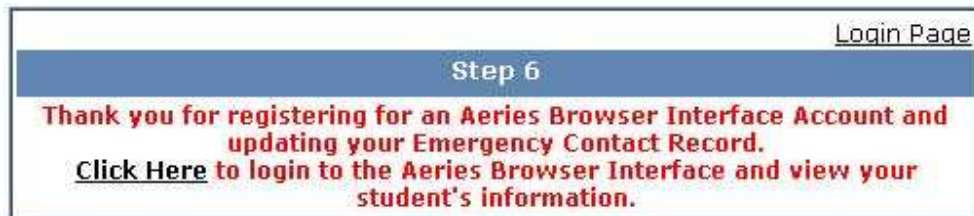


Figure 9 - Registration Complete

You can add additional Students to your PABI account by clicking on the **Current Student** drop down menu in the top right corner of the web page and select **Add Another Student Not Currently Listed**.

Follow the steps listed about to add another Student to the account.

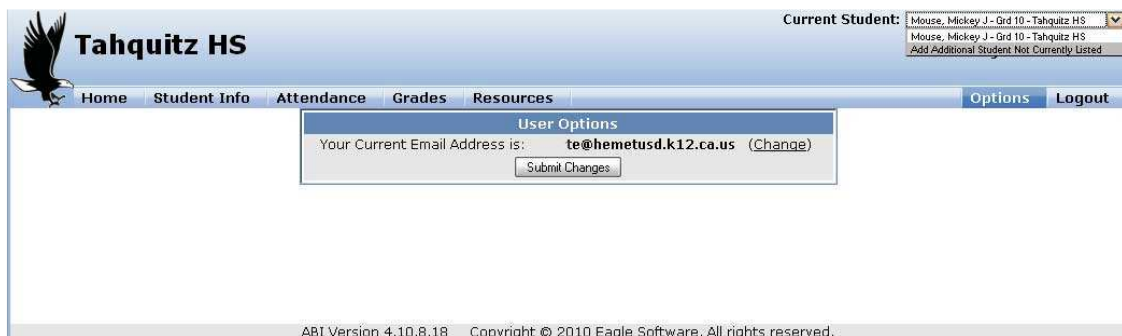


Figure 10 - Add Another Student



Tahquitz HS Current Student: Mouse, Mickey J - Grd 10 - Tahquitz HS

Mouse, Mickey J - Grd 10 - Tahquitz HS
Mouse, Mini L - Grd 11 - Helen Hunt Jackson
Mouse, Mickey J - Grd 10 - Tahquitz HS
Add Additional Student Not Currently Listed

	Student Info	Attendance	Grades	Resources		Options	Logout						
	Stu# 3143	Last Name Mouse	First Name Mickey	Middle Name John	Suffix	Sex M	Grd 10	Age 14	Birthdate 10/31/1995				
	Perm ID# 9604	Last Alias	First Alias	Middle Alias	Birth Verif		Status Active						
Address		City		State	Zip	Extn							
Mailing: 1313 Harbor Blvd		Anaheim		CA	92802								
Residence: 1313 Harbor Blvd		Anaheim		CA	92802								
Grid Code	ResSchl Tahquitz High School	IntDist In Area	TransDist	Name Addr Ver									
Parent/Guardian		Telephone		Extn	Prag	Att Prg 1	Att Prg 2						
Name:	Walt Disney	Primary:	(555) 123-4567		Regular Program								
Ed Lvl:	Not high school graduate	Student's Mobile:			Enter Date	Leave Date							
RcdRel:		Parent/Guardian 1:			Schl:	8/24/2009							
Email:		Parent/Guardian 2:			Dist:	8/17/2000							
Counselor	Locker	Corr Lang	Home Lang	Lang Desig	Family#								
Unassigned(0)		English	English	English only	0								
Ethnicity	Race	Birth City	State	Country									
	White	Hemet	CA	US									
Pub	Media	Pest	HthKid	RlsDir	Rights	ExpSht	HndBk	Compac	Speech	RSP	AdPE	Blank	Message
Network Login ID				State Stu ID				Next Schl					
				9081853751				Tahquitz High School					
Competency Tests Reading: Writing: Mathematics:													

ABI Version 4.10.8.18 Copyright © 2010 Eagle Software. All rights reserved.

Figure 11 - Student Information



Lost Password

Obtain a New Password

If a password has been lost or forgotten the PABI portal can be used to generate a new one. Go to pabi.hemetusd.k12.ca.us and click on the link that says **Forgot Your Password?** A form will appear where you will need to enter the email address provided during the initial registration process. Once that is complete, click the **Go** button.

A screenshot of a web form for password recovery. The form has a blue header with white text explaining that passwords are stored in an encrypted state. Below this, it asks the user to enter their email address and a confirmation email will be sent. There is a text input field for the email address containing 'te@hemetusd.k12.ca.us'. Below the input field, there is a red-bordered box containing instructions: 'A verification email will be sent to your email address from aeries@hemetusd.k12.ca.us. Before continuing, Please add this email address to your "contacts" or "safe senders" list to ensure you receive this email.' At the bottom of the form are two buttons: 'Go' and 'Cancel'.

Figure 12 - Insert Email Address

An email will be sent to the email address provided with a link to a webpage where a new password can be created. Click on the link in the email that says **Click Here**.



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 doesn't work, copy and paste the following URL into your web browser:
<https://pabi.hemetusd.k12.ca.us/abi/ResetPwd.asp>

The page will then ask you for the following information:

Account Number: 4

Email Address: te@hemetusd.k12.ca.us

Email Code: B7E8JUW72BG2XD38YSK5

School: 0

Figure 13 - Confirmation Email

Enter a new password, confirm the password and click **Reset Password**.

A screenshot of a web form titled "Reset Password". The form has a blue header bar with the title. Below the header, there are three rows of input fields. The first row is "Email Address:" with the value "te@hemetusd.k12.ca.us" entered. The second row is "New Password:" with four dots in the input field. The third row is "Confirm New Password:" with four dots in the input field. At the bottom of the form, there are two buttons: "Reset Password" and "Cancel".

Reset Password	
Email Address:	te@hemetusd.k12.ca.us
New Password:	••••
Confirm New Password:	••••
<input type="button" value="Reset Password"/> <input type="button" value="Cancel"/>	

Figure 14 - Create New Password

A page will be displayed indicating your password has been successfully reset. Click the link that states **Click Here** and you will be directed back to the may login screen for PABI.



Appendices

Appendix A: Quick Guide

1. Enter pabi.hemetusd.k12.ca.us in your web browser Address bar to access the PABI portal.
2. Select either a **Parent** or **Student** account type and click on **Next**.
3. Enter and verify your **E-mail Address**.
4. Create and confirm a **Password** for the account.
5. Click **Next**.
6. Check your e-mail account for a message from aeries@hemetusd.k12.ca.us with a subject of "Aeries Browser Interface Account Verification". When you open the message, click on the option to **Confirm Current Email Address**.
7. An internet browser will open and a message will display stating your account has been verified. Click where it says "**Click Here**".
8. Enter your **Student Permanent ID Number**, **Student Home Telephone Number** and a **Verification Code**.
9. Click **Next**.
10. Select your name from the Contact list and click **Next**.
11. Click where it states "**Click Here**" to access your Students information.