

WELCOME TO AERIES

An account has been created for you if your role with the district requires you to have access to Student information. If you do not have an account or the access you need, please open a ticket at Tech Help.

1. An Aeries SIS category has been established in ServiceNow if you need to report any issues or have any questions. Team members will answer these questions as quickly as they can

according to their areas of expertise. Please operate with grace and remember that there are about 6 people finalizing the system and simultaneously answering questions for ALL of the district staff.

2. Your security access will evolve as more organizational changes and decisions are made. If you don't see something that you need, don't panic!! Just enter a ServiceNow ticket under the Aeries SIS category. If you do see something that you shouldn't see, let us know that as well through a service ticket. Please do not submit any tickets directly to Aeries – use ServiceNow exclusively to report issues. Aeries will only accept tickets directly from your Technology team. And your Technology team will work through issues at Tech Help.

Things to Note

- Staff logins into the system are synced with network ids/passwords at Keller.
- Teacher Portal and Gradebook will be fully operational once the master schedule data has been approved.
- If you have not attended the Basic Overview class, please make time to watch the Basic Overview videos found on the Aeries site (web link below)

Aeries Resources

Keller ISD Internal Aeries google site

(https://sites.google.com/s/1cM9GF7yxLgssFnqO3XBfMoDbmOpP1pcl/p/1Fid_03llfEONjuBcnmj7RobWPwKNpIAG/edit)

How to Login?

- 1. Navigate to https://kellerisd.aeries.net
- 2. At login screen, enter your 5-digit **employee number** and your network password. Aeries is now synced with our network.
- 3. Select
 - a. **KELLER ISD** for LIVE data or
 - b. **Sandbox** for TEST database (See pictures on the right)
- 4. Select the correct school year.
- 5. Click Sign-In
- 6. Select the appropriate portal.
 - a. Teachers with current classes (teacher of record) should select Teacher Portal.
 - b. Everyone else select Admin/Staff Portal (see below)
 - c. Parent/Student portal will be available after August 10, 2020.





