



AERIESCON

S p r i n g 2 0 2 4

Did You Know? Part 1 541-1




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Glad you could join our ever-popular series that highlights features in Aeries you might never have time to explore

- ➔ Quick Overview of Some Functions of the Home Page
- ➔ District and School Message(s) on the home page
- ➔ Resource Hub 
- ➔ Resources
- ➔ Aeries Tables and Fields Icons
- ➔ Right Click Navigation Tree
- ➔ Taking/Adding Student Photo
- ➔ Student Search Enhancements
- ➔ Process Dashboards/Informational Dashboards
- ➔ Define Custom Captions
- ➔ Student Documents
- ➔ User Groups

Update District and School Message(s)

Update Global Message – District

Must be logged into the District
Will go out to all schools in the district

Update Global Message – School

Must be logged into the school
Will go out to **only the school you are logged in**

The screenshot shows the Aeries Student Information System interface. The top navigation bar includes the Aeries logo, a dropdown for the school year (2022-2023), and a dropdown for the district (Eagle Unified School District). The main heading is 'Update Global Messages'. A yellow warning box states: 'Please note that you are at the district level. Any messages added here will show for all schools. Please select a school to add a message for specific schools.' Below this is a section titled 'District Global Messages'. It features a table with columns for 'Expiration Date' and 'Show to...?'. The table contains one entry with an expiration date of 03/08/2023 and checkboxes for Teachers, Parents, Students, and Users/Administrators, all of which are checked. Below the table is a large green text area labeled 'District Global Message' and a button labeled 'Add New Record'.

The screenshot shows the Aeries Student Information System interface. The top navigation bar includes the Aeries logo, a dropdown for the school year (2022-2023), and a dropdown for the school (Flex Soaring Eagle High School). The main heading is 'Update Global Messages'. Below this is a section titled 'School Global Messages'. It features a table with columns for 'Expiration Date' and 'Show to...?'. The table contains one entry with an expiration date of 03/09/2023 and checkboxes for Teachers, Parents, Students, and Users/Administrators, all of which are checked. Below the table is a large text area labeled 'School Global Message' with a rich text editor toolbar above it. The toolbar includes buttons for Bold (B), Italic (I), Underline (U), text color, background color, bulleted list, numbered list, link, unlink, image, and a 'Format' dropdown. The text area contains the text 'School Global Message' in red.

MUST have permission to the **WGM** security area to manage messages
Can have more than one message
The expiration date should be set for each message
Check on the appropriate groups

The message body itself can be edited to display any formatting using the editor. Advanced formatting can be inserted by clicking the code button `</>`.

Resource Center

This page only supports adding links to individual schools at the school level.

- Only **User** account types can be given security rights to the **Update Links for Online Resource Center** page to add, update, or delete links to the schools they can access.
- Records are stored in the **LNK** table.
- **Aeries account types of Users, Teachers, Parents, or Students all have access to view the Resources section on their home page**

Search students...

Pages Reports Favorites

Filter Pages...

Update Links for Online Resource Center

View Sites for: Counselors ▼

Sort	URL	Name	Expiration Date
2	https://www.caschooldashboard.org/	California Dashboard	
Please take time to look at the California Dashboard for our school			
+ Add New Record			

Left sidebar menu items: Status Code Color Assignments, Student Data Sharing Config (BETA), Streets, Testing Control Table, Update Code Table, Update Global Messages, Update Suspendable Offense Codes, Update Links for Online Resource Center.

Update Links for Online Resource Center

View Sites for: Teacher ▼



Sort URL Date

+ Add New

Dropdown menu options: Teacher (selected), Parents, Students, Counselors

Aeries Tables and Fields

Various Locations to locate Tables and Fields:

-  Some pages (e.g. Contacts CON) will overlay with table and fields
-  Some pages (e.g. Medical History MHS) will direct you to the Support/Knowledge Base
- Support All Tables/Fields: <https://support.aeries.com/support/search/solutions?term=tables+and+fieds>
- Support All Tables showing table code and description:
<https://support.aeries.com/support/solutions/articles/14000075603-aeries-table-names-and-descriptions>
- Database Definitions – On the navigation tree or on the query page
- Reports – Database Table Information – Prints selected/all tables with detail options
- In a query, when you type the table you will see on the right-hand side all the fields associated with that table.
NOTE: fields are not alphabetical but in order of how it appears on the page.



Resource Hub



Events & Workshops

Register for webinars, workshops, conferences, and events

- [View All](#)

AeriesCon

Register and view details about upcoming conferences

- Spring: March 6-8, 2024, Sacramento, California
- [View Details](#)

Knowledge Base

Search support documentation and videos

My Aeries

Manage your events, blogs, and contact details

Aeries Academy

Enroll in self-paced online certification courses

[Enroll Now](#) | [My Courses](#)

Aeries Training

Explore available training opportunities and resources

Latest Updates

Discover what's new in Aeries

Aeries Ideas

Submit your ideas for enhancing Aeries

Known Issues

Review known issues

Aeries Service Status

View status of Aeries hosting services

Help & Support

Access documentation and on-demand videos, and submit support tickets



Check out our blog

<https://aeries.com/blog/the-aeries-resource-hub-empowering-you-for-success/>



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Right Click Navigation Tree

Allows you to keep more than one page available for viewing and editing the same student.

Example: You have a student's demographics page open and need to also view that student's contacts at the same time.

Caution... If you change to a different student (e.g. in demographic) it will not change the page that is open in the other tab (e.g. contacts) to that new student automatically. Although, the refresh button can be used to sync the two pages to populate the same student in multiple tabs.

Adding, Deleting and Taking Student Photo

Mass Add Pictures- The following actions are available to update the pictures into the school year you are currently logged into.

- **Add and Update** – will Add and Update matched pictures into the PIC table
- **Add Only** – will Add matched pictures to students who do not have a picture
- **Update Only** – will Update (replace) the student picture in PIC with the matched pictures
- **Update Sizes Only** – will create and save various sizes of the existing pictures. No pictures will be added or replaced with this option.

Note: For performance reasons, Aeries does not recommend choosing a size larger than 100 KB.

Individual Student Updates-

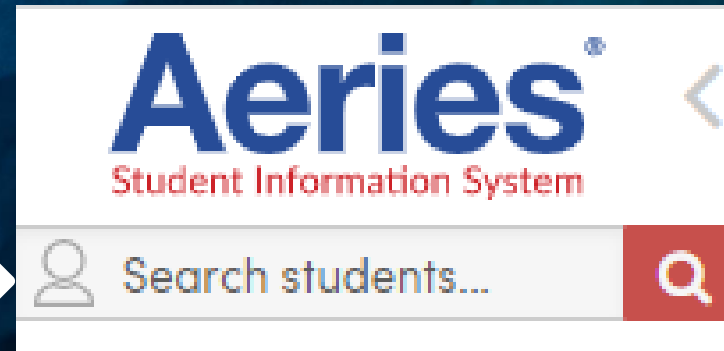
On the demographics Page, you can update the student picture in two locations:

- Student Information Bar
- At bottom of the demographics page

Reports – Picture Status

Student Search Enhancements

The student Search box at top of the Navigation Tree



Opens the Student Search window

The Search tool accepts the complete or partial **Student Name**, **Student Number**, **Student ID**, **State Student ID** or **SSN/S-Number** (if used)

Student Search

Filters: ☐ Include Inactive Students ☐ Search All Schools ☐ Fuzzy Search Results

Group: No Group Selected ▼ Keep and List Group

Reverse Lookup ^ | Recently Viewed | Multi Student Search | Multi-Year District Search

☐ Telephone Number
 ☐ Street Address
 ☐ Email Address
 ☐ Contact Name
 ☐ Date of Birth

Clear All Reverse Lookup Filters

Search students...

Search

Fuzzy Results include: Similar Names, Reverse Names, Partial Names

Various Dashboards available

Some are Informational and others are Procedural

Student Data	^
Grades	^
Standards Based Progress Dashboard	
Guidance	^
Discipline Dashboard	
Interventions	^
Intervention Dashboard	
Attendance Accounting	^
Attendance Process Dashboard	
Attendance Dashboard	
Grade Reporting	^
Grade Reporting Process Dashboard	
Graduation/College Readiness Dashboard	
Scheduling Process	^
Scheduling Process Dashboard	

Aeries Analytics	^
Analytics Dashboard	
Configs / Functions	^
Analytics Dashboard Config	

For more detail on Dashboards: 541-5 DidYouKnow?

Aeries User Groups

What is a user group?

User groups are communities and resources managed by Aeries users. These meetings allow attendees to increase shared knowledge, exchange best practices, and find solutions to pressing issues.



<https://aeries.com/support/user-groups>



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Other Sessions:

541-2 DYK Pt2

541-3 DYK Pt3

541-4 DYK Pt4

541-5 DYK Pt5

197 DYK Parent Square



Key Takeaways



Global Message is a feature where School and/or District Messages can be displayed when Aeries users log in



Various Locations to find Tables and Fields



Several ways to easily search for student(s)



Taking/Adding/Deleting Student Photos



Navigation Tree can be open on more than one tab or window



Various Dashboards



Home Page has quick links for resources

THANK YOU!

Please take a moment to complete our session survey.

<http://surveys.aeries.com/s3/AeriesCon-Session-Feedback-Survey-Spring-2024>

