

VERIFYING YOUR CONTACT INFORMATION USING AERIES COMMUNICATIONS THROUGH AERIES MOBILE APP

WHAT IS AERIES COMMUNICATIONS?

Aeries Communications, also known as ParentSquare, is how we communicate with our families

WHAT YOU WILL NEED

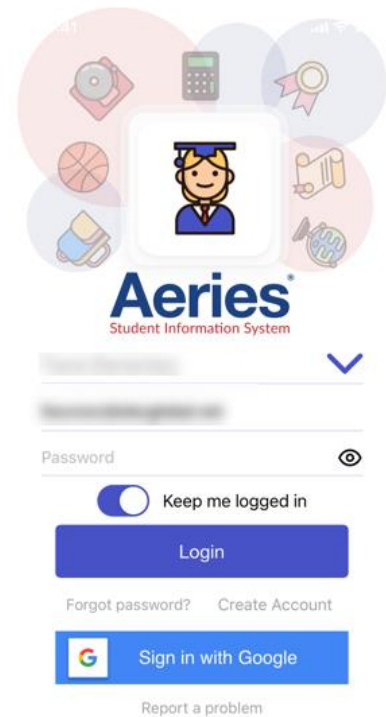
- Access to a smart phone or tablet
- Your password to Aeries Parent Portal
- Access to your email you used to sign up with the Aeries Portal/ParentSquare
- Access to your text messages

WHAT YOU WILL NEED TO DO

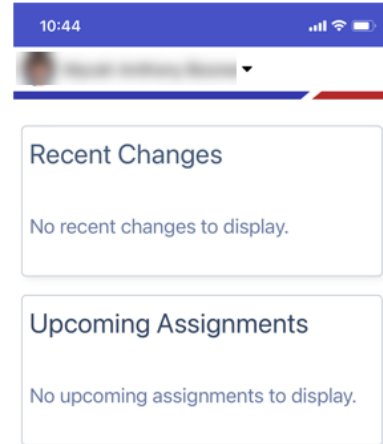
- Sign in to Aeries mobile app to access Aeries Communications.
- The first time you log in with our new security, you will need to confirm three things:
 - Your email address, phone number, and child(ren) associated to you
- If you'd like to use the mobile app, click [here to see how you can download Aeries mobile app and register your account.](#)

CONFIRM USING AERIES MOBILE APP

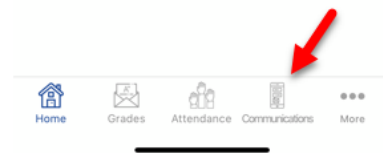
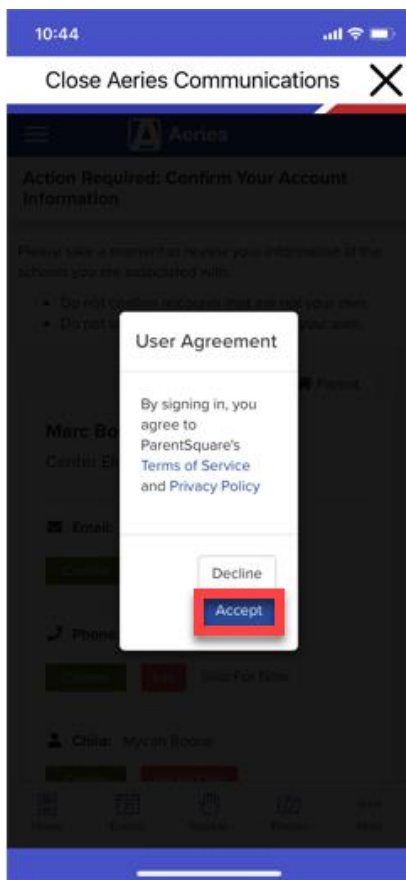
1. Open the Aeries mobile app and log into your Aeries Parent Portal Account
 - a. If you do not have a parent portal yet, click [here for instructions on how to set up your Parent Portal.](#)



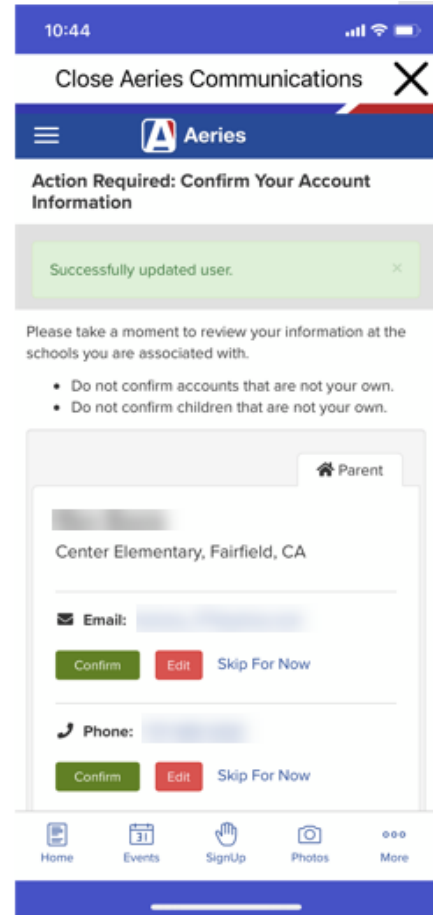
2. After logging in, you'll see your child's profile page.
 - a. Tap on "Communications" on the bottom right of the screen. This will log you into your ParentSquare account



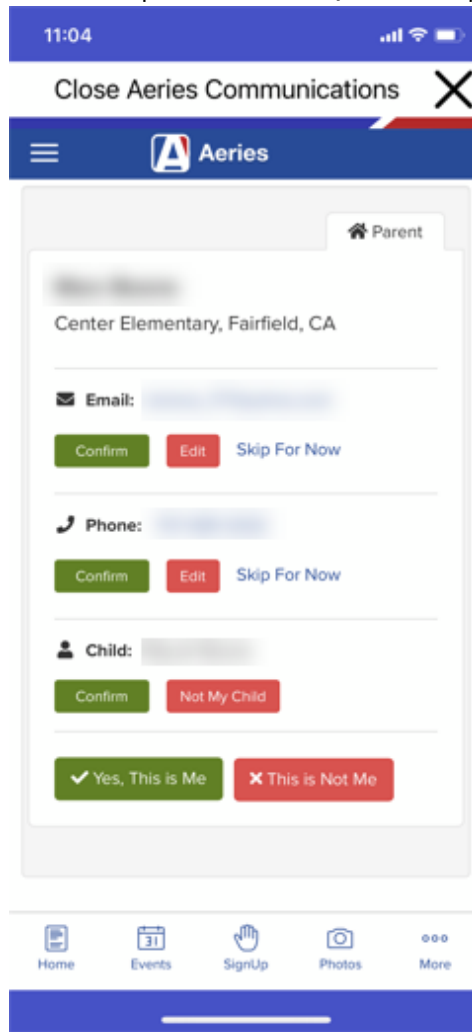
3. If it's your first time opening up Aeries Communications, you'll be prompted with the User Agreement
 - a. Click Accept



4. If you have unverified contact information, you will see one or more contact cards under, "Action Required" and "Confirm Your Account Info"



5. Scroll down to see all of the contact card information. You have the option to confirm, edit or skip:

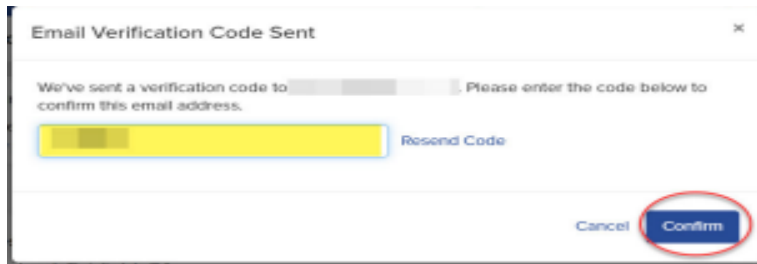


a. Confirm Email and/or Phone.

i. **Confirm** Email or Phone:

A verification code will be sent to the email or phone number. Enter verification code to confirm. The code will be valid for 10 minutes.

1. A box will pop up asking for the code
2. Enter the code that was sent to your email/phone and click Confirm



ii. **Edit** Email or Phone:

Correct your email and/or phone number. A verification code will be sent to your corrected email or phone number. Enter verification code to confirm.

iii. **Skip For Now:**

You will be able to verify or correct your contact information the next time you sign in. (You'll continue to receive notifications.)

b. Confirm Child(ren).

- i. Click **Confirm** or **Not My Child** for each child.

c. If you're a TUSD Staff member, you'll confirm your name and school affiliations.

- i. Click **Yes, this is me** or **This is Not Me**.

d. If you clicked **Skip For Now** on any information on a contact card, you will not see the choice, "Yes, This is Me", and must select **Skip For Now** or **This is Not Me**.

