

## STUDENTS - Setting up Gmail and Aeries Accounts

### Gmail

- Go to Gmail website: [www.gmail.com](http://www.gmail.com)
- Enter username: firstnamelast namegraduationyear@student.atasusd.org  
**Ex:** jonbrown15@student.atasusd.org  
-Make sure you use your FULL legal first and last names (on record at school and ALL lowercase letters)
- Enter password: student ID number +hs (lowercase letters)  
**Ex:** 1234567hs
- Scroll down and type the characters in the box (don't worry you are given multiple opportunities)
- Click "I accept. Continue to my account".


Keep g-mail tab and open another tab (click on "+" on the top right of the web page)

Go to district web-site: [www.atasusd.org](http://www.atasusd.org)

Roll over "For Students and Parents"

Scroll down to and click on "Aeries Web"

### Aeries

- Click on "CREATE NEW ACCOUNT" (bottom left corner of purple box)
- Click on "STUDENT" (Make sure the green dot is next to "student")
- Click "NEXT"
- Enter email address: firstnamelastnamegraduationyear@atasusd.org  
**Ex:** jonbrown15@student.atasusd.org
- RETYPE email in the "VERIFY EMAIL" box.
- Type student ID number +hs in the "CHOOSE A PASSWORD" box  
**Ex:** 1234567hs
- Go back to gmail account tab -refresh if needed  top right
- You will have received an e-mail from DoNotReply@atasusd.org The subject line will read "Aeries Browser Interface Account Verification". Open it.
- Confirm your e-mail address by clicking "Confirm Current Email Address"
- After confirming, you will receive a message that your account has been verified. Click "Click here"
- You will return to the "WELCOME TO AERIES" log-in page. Log in with your e-mail (firstnamelastnamegraduationyear@student.atasusd.org) and password (1234567hs).