

Step 1

Page 1 of 1
Generated: 11/22/2008 11:03:34 AM

Person Summary Report

Name	Parent, Joe
Gender	M
Race/Ethnicity	White, not Hispanic
Birth Date	
Student Number	
State ID	
Staff Number	
Person GUID	1E54305F-896C-4684-A7C5-54630FCAA0B5

Contact Information

Mailing Addresses

Non-Household Relationships

Your school office staff will provide you with a **Personnel Summary Report** that shows your Person GUID. You will use this ID as the Activation Key when creating your own Parent Portal User Account.

Step 2

APS Intranet - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Refresh Home

Address <http://www.apsnet.index.htm>

Aurora Public Schools

Departments Organized by Division

- Superintendent
- Instruction
- Support Services
- Human Resources
- Finance
- Newsletters
- A-Team Notes

Top Story:
APS Community

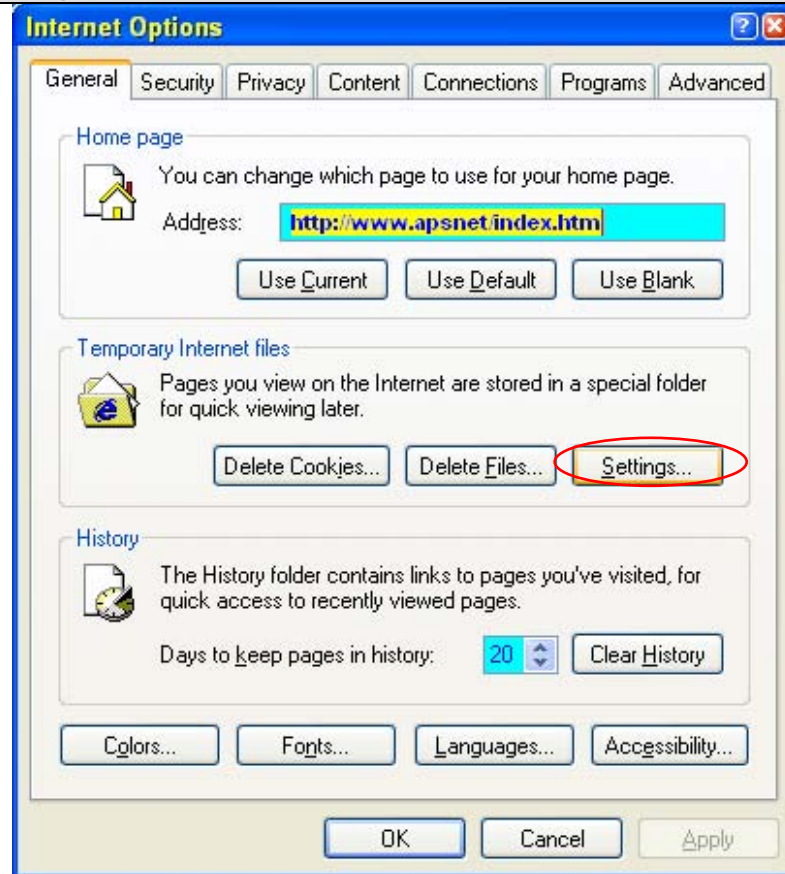
Students, staff and community members throughout APS fourth-grade Yale Elementary student Gregg Jones, who The staff and students at Yale plan to use the money they purchase a prosthetic arm.

Tools menu items:

- Mail and News
- Pop-up Blocker
- Manage Add-ons...
- Synchronize...
- Windows Update
- Windows Messenger
- Sun Java Console
- Reset Web Settings...
- Internet Options...**

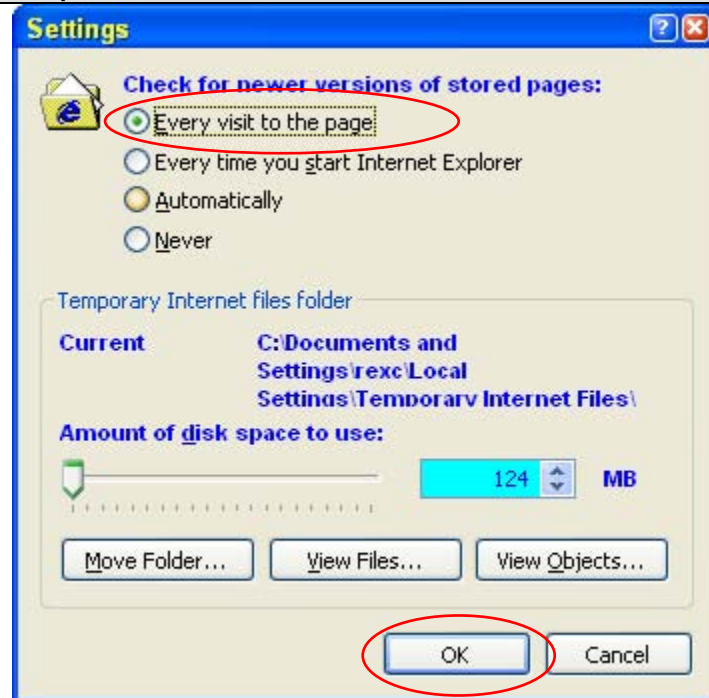
At your home computer, open Internet Explorer and click on Tools/Internet Options

Step 3



Click on the "Settings" button

Step 4



Click the "Every visit to the page" radio button

Click OK

Step 5



Click OK to close the Internet Options window

Step 6

Address	https://sis.aps.k12.co.us/campus/portal/aurora.jsp
---------	--

At the URL address line, enter:
https://sis.aps.k12.co.us/campus/portal/aurora.jsp

Step 7

First time using Campus Portal?

If you have been assigned a Campus Portal Activation Key, [click here](#)

If you do not have an Activation Key, [click here](#)

Already have a Campus Portal account?

User Name

Password

Log In

[Problems logging in?](#)

At the Campus Parent Portal Login screen click on the Campus Portal Activation Key "click here" link.

Step 8

Activating your Campus Portal account

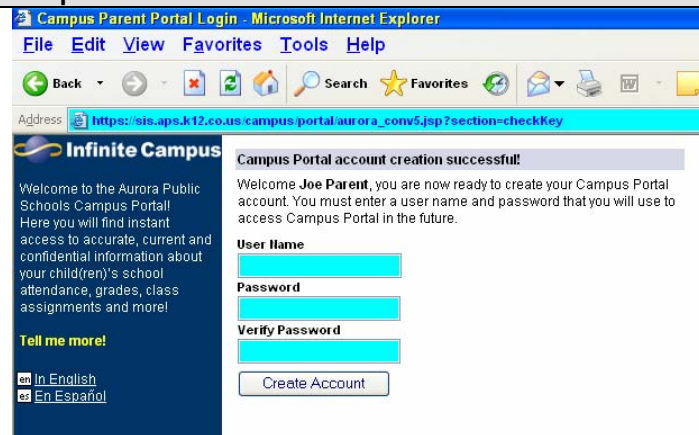
Activating your Campus Portal parent portal account is easy. All you need is your Campus Portal [Activation Key](#) sent to you by your child's school.

Activation Key

{ - - - - }

Enter the Activation Key into fields - this is case sensitive and must be entered exactly as shown on your Activation Key form.

Step 9



Enter a User Name
Enter a Password - must be at least 6 characters
Re-enter the password in the Verify Password field
Click on "Create Account"

Step 10

Campus Portal account creation

Congratulations! You have successfully created your Campus Portal account. [Click here](#) to enter Campus Portal login page.

The system will display a successful account creation confirmation.

Use the "Click here" link to login into Infinite Campus

Step 11

First time using Campus Portal?

If you have been assigned a Campus Portal Activation Key, [click here](#)
If you do not have an Activation Key, [click here](#)

Already have a Campus Portal account?

User Name

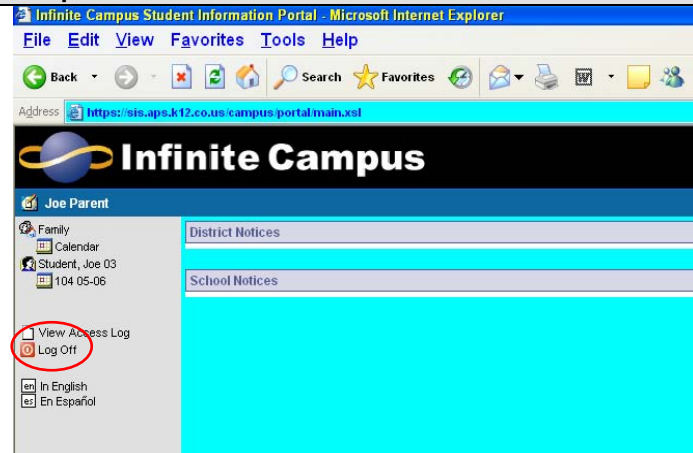
Password

[Problems logging in?](#)

At the login screen, enter your newly created User Name and Password

Click on the "Login" button.

Step 12



The Parent Portal will display District and School Notices

The left-hand menu will list all of the students that are attached to your Portal User account.

If you have several students attending APS, you will be able access each of those students' records from one Parent Portal User Account

When you are finished viewing student information, click Log Off.