

Creating New Parent Accounts on MyCats.taft.k12.ca.us Parent Portal

Open your internet browser. Type in the URL address <https://mycats.taft.k12.ca.us/abi>

Click on [CREATE NEW ACCOUNT](#) located on the bottom.

In order to create an account, you must have received information from your student's school. This includes:

Permanent ID
Verification Code

You cannot create an account without these items.

This information must be supplied by your child's school

Parents should click on the circle to the left of [Parent](#). A green dot will appear next to the selected type.

Click on [NEXT](#)

Type in your email address in the Email Address box.

Retype your email address in the [Verify Email Address](#) box.

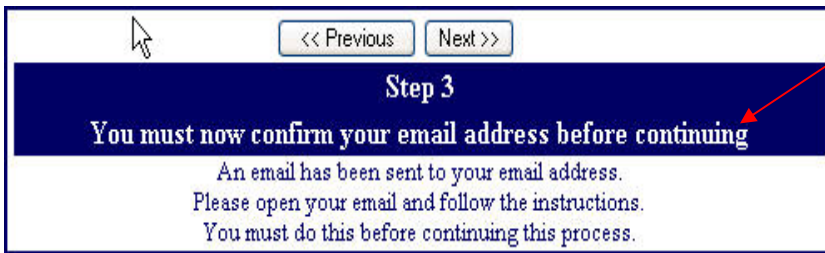
Type in a password in the [Choose Password](#) box.

Retype the same password in the [Retype Password](#) box.

Click on [NEXT>>](#)

You will be able to change your password once your account has been created.

IMPORTANT: YOU MUST OPEN, READ AND FOLLOW THE INSTRUCTIONS IN YOUR EMAIL FIRST IN ORDER TO CONTINUE CREATING YOUR ACCOUNT.



STOP!

DO NOT click on <<Previous or Next>> in step 3 yet. You must first open your email in a separate browser window. (See below) Once you have confirmed your email address you may continue.

Open your email program. Open the email from mrichardson@taft.k12.ca.us. You will receive a message similar to the example below. Please click on the [Confirm Current Email Address](#) link in the email message.

If the link does not work, please follow the remaining directions in the email. **DO NOT DO BOTH**. These remaining directions are **ONLY** used if the [Confirm Current Email Address](#) link does not work.

From: Mark Richardson
Sent: Thursday, September 13, 2007 1:03/PM
To: Parent Name
Subject: Aeries Browser Interface Account Verification

Thank you for registering for an *Aeries Browser Interface* account. In order to ensure the account was requested by you, please click on the appropriate link below or copy and paste the URL into the Address bar of your browser.

If you can, please click on the following links to confirm or reject this account:

[Confirm Current Email Address](#)

[Reject Current Email Address](#)

If you are unable to click the links above, you need to copy and paste the following URL into your web browser's Address bar.

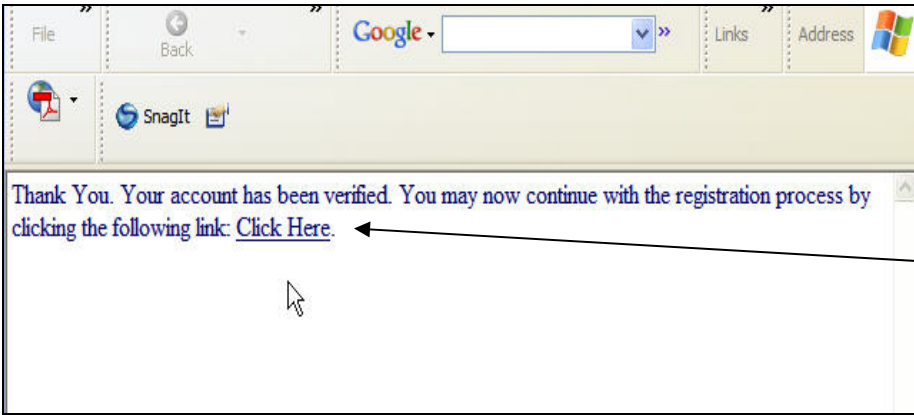
<http://aeriespp/abi/ConfirmEmail.asp>

You will then be prompted for the following information which you can copy and paste into the page:

Email Address: parentemail

Email Code: xxxxxxxx

School: 0



This window will appear once you have clicked on Confirm Email Address in the previous screen.

Click on the link [Click Here](#).

[Next >>](#)

Step 4
Student Verification

Please Enter The Following Information About Your Student

Student Permanent ID Number:

Student Home Telephone Number:

Verification Code:

Please use the information provided to you by your child's school or in a mailing.

Enter the Student Permanent ID number.
Enter the Student Home Telephone Number (including area code)
Enter the Verification Code

* All numbers and codes are examples only.

Click on Next>>

<< Previous Next >>

[Login Page](#)

Step 5
Emergency Contact Verification

Your Child has been added to your account.

Please choose the Contact record that represents you so the email address can be properly updated.

Name	Relation
<input type="radio"/> Mother's Name	Mother
<input type="radio"/> Father's Name	Father
<input type="radio"/> Stepfather's Name	Stepfather
<input type="radio"/> Stepmother's Name	Stepmother
<input type="radio"/> Uncle's Name	Uncle
<input type="radio"/> Grandmother's Name	Grandmother
<input checked="" type="radio"/> None of the above	

Click on the circle next to your name.

Click on Next>>

Step 6

Thank you for registering for an Aeries Browser Interface Account and updating your Emergency Contact Record.

[Click Here](#) to login to the Aeries Browser Interface and view your student's information.

You are ready to view your student's information!

Click on [Click Here](#).

If you are having problems creating the account or attaching your student to the account, please email MyCats@taft.k12.ca.us for assistance.