

IT Training Quick Reference Guide

Student Network ID (username) Login Report

The results of this report provide a list of students and their Network IDs, otherwise known as their username. The passwords for the student accounts are the same as the Network ID, unless changed by the user.

Example student credential/login: username = 00123456@sbcusd.k12.ca.us password = 00123456

1. **Administrators or Staff members** login to Aeries at: <https://sbcusd.asp.aeries.net/admin>
OR

2. **Teachers** login to Aeries at: <https://sbcusd.asp.aeries.net/teacher>

3. In the Pages Menu, **click on View All Reports**, and **click on the Custom Reports** tab

4. **Click on Network ID**

ID	Name
1	Network ID

Report History	Custom Reports
----------------	----------------

5. Admin/Staff users, **click on Teacher** under Filter By: and then select a teacher's name and section(s)

6. Select your **printing** options

Filter By:
Teacher

- Secondary sites will have the option to **print by sections**.
- **Excel Format** recommended for merging to labels.
- **Display Horizontal Lines** recommended for easier viewing

Sample of Teacher.net screen

Sample of Aeries.net screen (option to run for any teacher)

7. **Click on Print Custom Reports**

- **Google Classroom login syntax:** username@sbcusd.k12.ca.us
- **Clever login syntax:** username@sbcusd.k12.ca.us
- **Password Reset and Unlock Account syntax:** username@sbcusd.k12.ca.us

Google classroom: http://classroom.google.com	Google drive: http://drive.google.com
Google docs: http://docs.google.com	Teacher Reissue Student Passwords in Class https://inclasspasswordreset.sbcusd.com/