
Religious Information – Aeries.net
December 9, 2013

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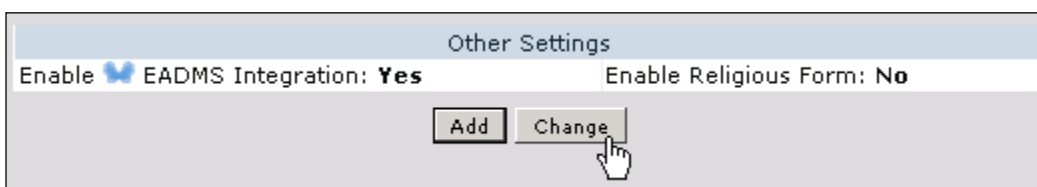
The Religious Information page in Aeries.net will allow schools to document information that includes a student's religion type and place of worship location. Event date fields can be used to record the date an event occurred or will occur on. The page also includes a section for comments where event details or notes can be added. The Religious Information page also has user code fields that can be utilized to add additional quick reference information.

ENABLE FORM

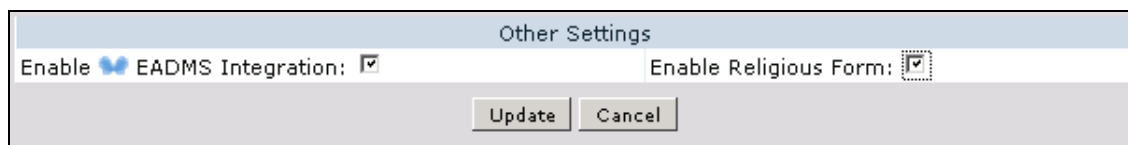
The Religious Information page has to be enabled in order to display for use. To enable the Religious Information page in Aeries.net, from the **Navigation tree** click the mouse on **School Info | School Options**.

Note: Enabling the form will enable it for all schools.

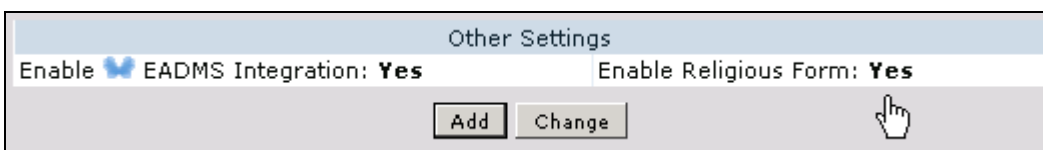
To enable the page, select **School Code 0** from the list of schools on the **School Options** page. At the bottom of the School Options page in the **Other Settings** area, an **Enable Religious Form** option will display. This option defaults to No. To enable the page, click the mouse on the **Change** button.



The page will display in edit mode and the **Enable Religious Form** option will display with a check box next to it. To enable the Religious Information page, click the mouse on the checkbox. Next, click the mouse on the **Update** button.



The Other Settings area on the School options page will now display the Enable Religious Form as **Yes**.



Note: In order to complete the enabling process of the Religious Information form, after the setting has been enabled, you must log out of Aeries.net and then log back in.

INITIAL SET-UP

Users who will be accessing and entering information on the Religious Information page will need the appropriate permissions to the following tables:

- REL – Religious Information

The security permissions for the Religious Information page can be set-up through the Aeries.net Security page by assigning the appropriate permissions to users for the Religious Information area.

Permissions	Group Associations	School Access
Rejoinders	<input type="checkbox"/>	<input type="checkbox"/>
Religious Information	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Record Access Log	<input type="checkbox"/>	<input type="checkbox"/>
Work Permit	<input type="checkbox"/>	<input type="checkbox"/>

Certain information can be set up prior to entering Religious Information. Code Table values can be setup in advance for the following tables and fields through **Update Code Table**. To access Update Code Table, from the **Navigation Tree** click the mouse on **School Info | Configurations | Update Code Table**.

Religious Information (REL)

- **REL.RLG** – Religion Type (Code values should not exceed 3 characters.)
- **REL.WP** – Place of Worship (This is a free text field but can also have values defined in the Code table).
- **REL.U1** – User 1 (Code values should not exceed 3 characters.)
- **REL.U2** – User 2 (Code values should not exceed 3 characters.)
- **REL.U3** – User 3 (Code values should not exceed 3 characters.)
- **REL.U4** – User 4 (Code values should not exceed 3 characters.)
- **REL.U5** – User 5 (Code values should not exceed 3 characters.)
- **REL.U6** – User 6 (Code values should not exceed 3 characters.)

RELIGIOUS INFORMATION

After the option to enable the page has been turned on in School Options, the **Religious Information** page can be accessed from the **Navigation Tree** by clicking the mouse on **Student Data | Other | Religious Information**.

Add Record

To add a record to the Religious Information page for a student, click the mouse on the **Add New Record** button.

2013-2014 Screaming Eagle High School

Religious Information

Flag	StuNum	Last Name	First Name	Middle Name	Perm ID Num	Sex	Grd	Age
🚩	3	Abdo	Alice	A	99400003	F	9	14
Parent/Guardian			Home Phone		Father's Work			
M/M A Abdo			(777) 555-6823					

Add New Record

The following page will display in edit mode. Enter the Religious Information for the student and then click the mouse on the **Update** button to save the information.

Religion		Place of Worship			
<input type="text"/>		<input type="text"/>			
Event	Date	Comments			
Event1	<input type="text"/>				
Event2	<input type="text"/>				
Event3	<input type="text"/>				
Event4	<input type="text"/>				
Event5	<input type="text"/>				
Event6	<input type="text"/>				
User1	User2	User3	User4	User5	User6
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="button" value="Update"/> <input type="button" value="Cancel"/>					

- **Religion** – Select a type of Religion.
- **Place of Worship** – Select a code from the drop down list. This field is also a free text field where information can be typed instead of using a drop down list code that is stored in the Code table. It is suggested that if free text is entered instead of selecting a code from the drop down list that the text is no more than 125 characters.

Place of Worship
Alice attends the Church on 1st Avenue

- **Event 1 - 6** – These fields can be used to enter dates pertaining to different events.
- **Comments** – Area for comments about the student or an event.
- **User 1 - 6** – User fields available that can be used for quick reference information.

Change Record

After Religious Information has been added for a student, to modify or add additional information, click the mouse on the **Change** button on the page.

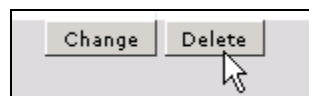
Religion		Place of Worship			
C - Catholic		Chapel -			
Event	Date	Comments			
Event1	1/4/2014				
Event2					
Event3					
Event4					
Event5					
Event6					
User1	User2	User3	User4	User5	User6
-	-	-	-	-	-
<input type="button" value="Change"/> <input type="button" value="Delete"/>					

Make any modifications or add any additional information. Next click the mouse on the **Update** button to save the changes.

The screenshot shows a web form titled "Religious Information". At the top, there are two dropdown menus: "Religion" with the value "C" and "Place of Worship" with the value "Chapel". Below these is a table with columns "Event" and "Date". The "Event" column lists "Event1" through "Event6". The "Date" column shows "01/04/2014" for Event1, "02/01/____" for Event2, and empty fields for Events 3 through 6. To the right of the table is a large "Comments" text area. At the bottom, there are six dropdown menus labeled "User1" through "User6". Below these are two buttons: "Update" and "Cancel". A mouse cursor is pointing at the "Update" button.

Delete Record

To delete the Religious Information for a student, click the mouse on the **Delete** button on the page.



The following message will display. To delete the Religious Information for the selected student, click the mouse on the **OK** button. **This will delete all of the Religious Information for the selected student.**

