

- 1) Identify key staff in IT and Special Ed. to facilitate this project and review [Aeries Padlet](#). \*
- 2) Configure SIRAS as a 3<sup>rd</sup> party vendor record in Aeries to obtain API credentials. \*\*
- 3) Send mapping document and sFTP credentials to District Aeries staff. \*\*\*
- 4) Verify by email or phone conference field code mappings and API vendor setup.
- 5) Test API connection to see if SIRAS can pull data from demographics and contacts.
- 6) Run the API pull of demographics and contacts to Training sandbox site.
- 7) Review results on training for demographics updates.
- 8) Review results on training for contact updates at different school sites.
- 9) Revise settings and repeat from step 6) as needed.
- 10) District gives go ahead to enable demographic and contact pull of data to Production.

\* Identify primary contacts from IT who will help SIRAS with obtaining credential data securely via sFTP and getting API access for both Training and Production. Identify primary contacts from District IT and/or SIRAS CASEMIS staff who will help test

\*\* For Aeries API connections we need the following areas checked to allow data pull from Aeries:

### Permissions [Table/Program Area]

- ✓ Student Data / Student Data
- ✓ Student Data / Student Programs / Special Programs
- ✓ Student Data / Student Programs / Special Education
- ✓ Student Data / Contacts
- ✓ Attendance / Enrollment History

See [Aeries\\_API\\_Security.pdf](#) from [Aeries API Security Page](#) for more information.

\*\* Also generate the API Key (20 character key) (Ask SIRAS how to provide securely, don't email!)

\*\*\* Documentation of field mappings for: **Grade, EL Status, Native Language, Race and Ethnicity Codes** (See code mappings in [AeriesAPItoSIRAS\\_FieldMappingTemplate.xls](#))

- ➡ All data updates will be done to the SIRAS Training/Sandbox server first to confirm accuracy.
- ➡ District must approve process as working accurately on training. Reviewing if data changes and contacts pulled are expected and understood. Only then we can migrate the API pull to Production. This will involve reviewing the api\_import\_log.csv file in SIRAS.

SIRAS CASEMIS Staff and District IT staff can both help with:

- Reviewing data import/updates on Training site
- Identifying any issues with data coming across from Aeries SIS into training.
- Ensuring contacts are entered consistently between different Schools

**Setting up Aeries to pull Special Ed. Data from SIRAS to Aeries.**

See: ([AeriesSIRAS-ScheduledImport.pdf](#))

API Security Key Permissions needed for Siras record

Permissions				
Table/Program Area	Read	Update	Insert	Delete
<b>Alerts</b>				
Send Alerts	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Commands</b>				
Trigger Student Pre-Enrollment			<input type="checkbox"/>	
<b>Student Data</b>				
Student Data	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Student Programs</b>				
Special Programs	<input checked="" type="checkbox"/>			
Special Education	<input checked="" type="checkbox"/>			
Free and Reduced	<input type="checkbox"/>			
Supplemental Data	<input type="checkbox"/>	<input type="checkbox"/>		
District Supplemental Data	<input type="checkbox"/>			
Contacts	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Class Schedules/History	<input type="checkbox"/>			
...				
<b>Attendance</b>				
Absence Code Table	<input type="checkbox"/>			
Attendance	<input type="checkbox"/>			
Attendance History	<input type="checkbox"/>			
Bell Schedule	<input type="checkbox"/>			
Calendar	<input type="checkbox"/>			
Enrollment History	<input checked="" type="checkbox"/>			