

eSTAR Document Sharing

eStar is a means of sending important documents, meeting notices and information through a secure system. You may receive these if your child participates in Special Education, 504, ESL, or Response to Intervention (RTI). Each time a document is shared, you will receive an email that says "Document shared by OM Roberts". This is a valid email and is NOT spam; however, your email filter may accidentally place it in your spam folder. You can click on the email and label it as "trusted," so that further emails will come directly to your inbox.

How it works:

You will get an initial email that gives you the website & a initial password to use. Once you create a new password you will go to this website and use your new password each time you get an email that a document has been shared with you. See sample first email:

This email is to notify you that a document sharing portal account has been created for you by OM Roberts. The Parent Portal provides school staff with a secure means of delivering important documents regarding your student(s).

Each time a document is shared, you will receive an email notification. To retrieve documents from the portal, please visit the website listed below and provide the requested login information.

Website: <https://cambridge.esped.com/portal> **Password:** 73772614 (you will be sent your unique #)

You may change this initial password after logging in.

The screenshot shows the eStar Parent Portal interface. At the top, the user's email address is displayed as 'lchumchal@brazosportisd.net' with 'Logout' and 'Change My Password' buttons. Below this is the 'Welcome to the eStar Parent Portal' message. The main content area features a red 'eStar Series' logo and a 'Secured with 2048-bit Encryption' notice. A navigation bar includes buttons for 'Show all my documents', 'Show my new documents', and 'Show documents I should sign'. A table of documents is visible, with one document titled 'Requires a Signature' for 'Your Student(s)' (5FAKE, Fake). A 'Sign Document' button is next to it. Another document titled 'Auto Archive -eStar Full ARD - Full ARD with Supplements, R20 Schedule of Services' has a 'Review' button. Three red callout boxes with numbered circles provide instructions: 1. 'Change your password' points to the 'Change My Password' button. 2. 'Click Review to download/save or print' points to the 'Review' button. 3. 'Click Sign Document' points to the 'Sign Document' button.