

Welcome to our Absence Management Substitute Notification System

Logging in on the Web

To log into Absence Management, type <https://app.frontlineeducation.com> in your web browser's address bar or go to www.harlem122.org and login under Staff Resources.

frontline
education

Absence Management
Formerly Aesop

Sign In

ID or Username

PIN or Password

Sign In

[Forgot ID or Username](#) | [Forgot PIN or Password](#)

Enter your Username and Password and then click Sign In.

Can't remember your login info?

If you're having trouble logging in, click the **Forgot Username or Forgot Password** link below the Sign In button for help.

The first time you login, you will see the following message. Please, read and click accept.

Before using the system further, please accept the following End User License Agreement. Annual acceptance is required.

AESOP® USER LICENSE AGREEMENT

THIS AESOP® USER LICENSE AGREEMENT ("Agreement") governs your use of Aesop®, a proprietary product of FRONTLINE TECHNOLOGIES, INC., a Pennsylvania business corporation ("Frontline"). Your (hereinafter, "User") use of Aesop® is conditioned upon your acceptance and compliance with the terms and conditions set forth herein. User indicates his or her acceptance of this Agreement by indicating such acceptance when prompted.

RECITALS

WHEREAS, Frontline provides its clients with a subscription to its proprietary product, Aesop®, which allows its clients to access Aesop® for the purpose of automating substitute employee placement;

WHEREAS, a customer or customers of Frontline (each, a "Customer") has registered User with Frontline as a "Designated Employee," which designation permits User to seek temporary employment with Customer as a substitute employee by logging into Aesop® and checking for substitute employment opportunities, from time to time, and

WHEREAS, User desires to seek temporary employment with Customer as a substitute employee by logging into Aesop® and checking for substitute employment opportunities from time to time;

NOW, THEREFORE, in consideration of permitting User access to Aesop® for the purpose of checking for substitute employment opportunities from time to time, and intending to be legally bound hereby, User hereby declares, promises and agrees with Frontline as follows:

Accept

FRONTLINE
Aesop

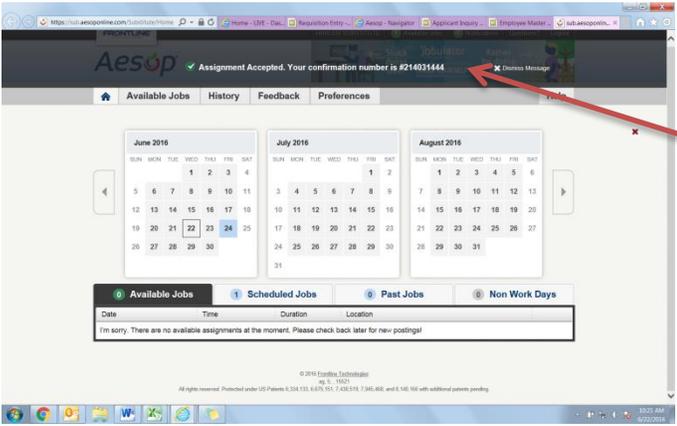
Get job alerts on the go.
Aesop® Aesop jobs anytime, anywhere with Jobulator for iOS and Android. [TRY FREE](#)

Available Jobs | History | Feedback | Preferences | Help

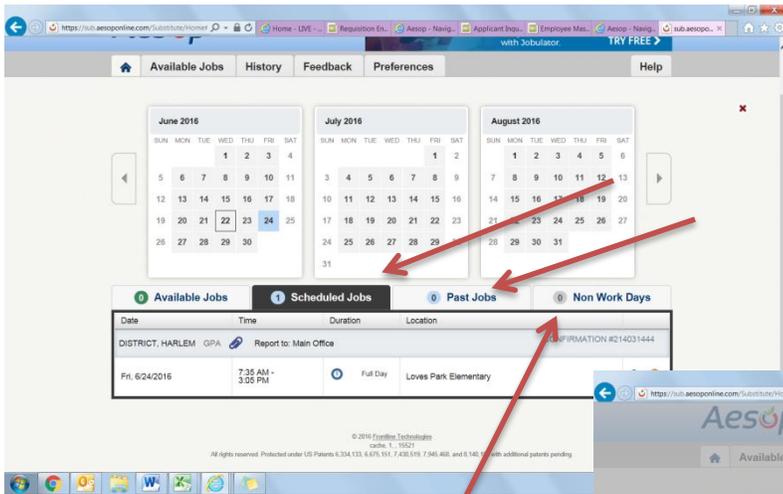
June 2016 | July 2016 | August 2016

Date	Time	Duration	Location	Reject	Accept
Fri, 6/24/2016	7:35 AM - 3:05 PM	Full Day	Loves Park Elementary	<input type="checkbox"/>	<input type="checkbox"/>

Once you accept the disclaimer, you will see any available jobs in the District. It will display the date, time, and location of the job. From here, you can accept or reject the job. If you have questions regarding the position, you can click on the telephone icon to view the contact information for the school.

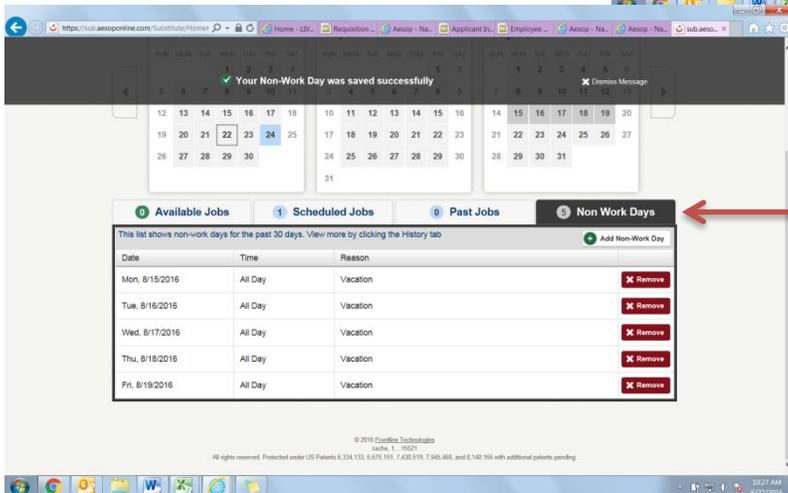
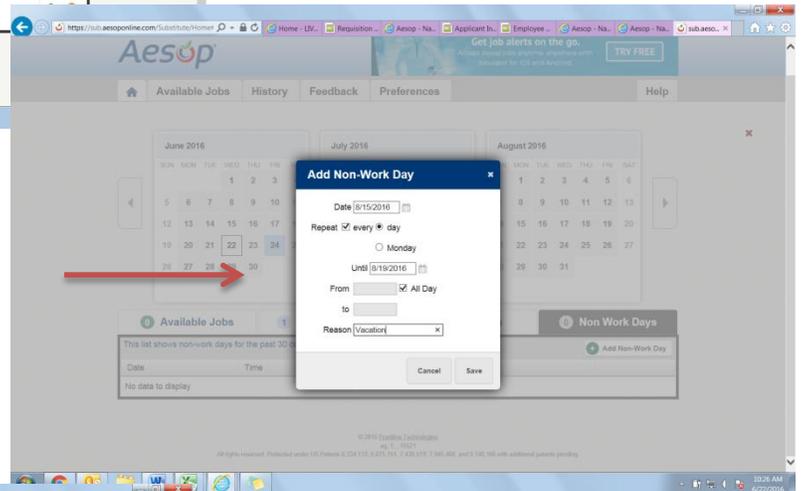


If you accept the job, you will be given a confirmation number showing you accepted it.



To view your scheduled jobs, click on the **Scheduled Jobs** tab. If you are looking for past jobs, click on the **Past Jobs** tab.

On the days you are unavailable to work, please click on the **Non-Work Days** tab and enter the date(s) you are unavailable. This will eliminate any calls from Absence Management and the school secretaries.



Your Non-Work days will be displayed under your Non-Work Days tab. You have the option of removing any days you have entered, if necessary.

To update your personal information, click on the **Preferences** tab. Here you can change your pin number, email address and phone number, select the school(s) you would like to see jobs at, change your call times, turn off the calling feature in Absence Management, and if you sub in multiple districts, you can select one pin number to combine all substitute jobs into one account.

