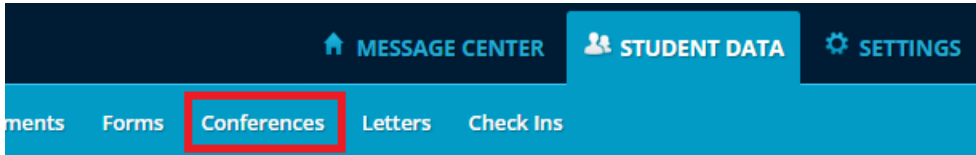
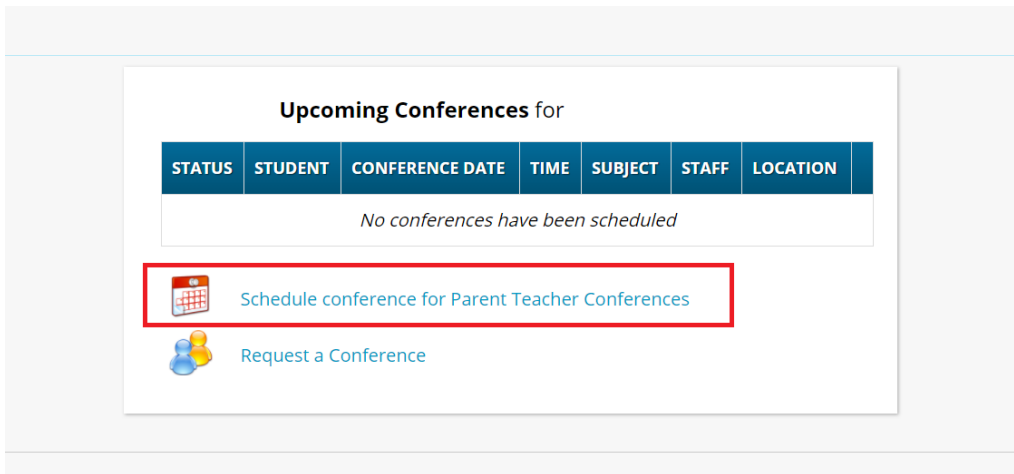


Scheduling a Parent Teacher Conference

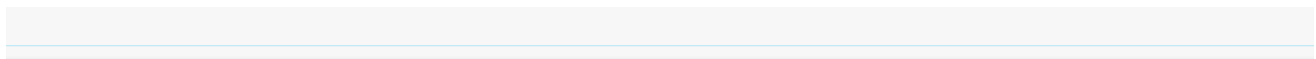
1. Log into the parent portal and select the "Conferences" tab:



2. Click on the "Schedule conference for Parent Teacher Conferences" link:



3. Select a time block for the teachers you would like to have a conference with by clicking on the "Reserve" button



Parent Teacher Conferences

	MATHMATICS, FY				ACADEMIC PREP ELA/MATH, FY				ACADEMIC PREP ELA/MATH, FY			
	Thursday 11/19	Friday 11/20	Monday 11/23	Tuesday 11/24	Thursday 11/19	Friday 11/20	Monday 11/23	Tuesday 11/24	Thursday 11/19	Friday 11/20	Monday 11/23	Tuesday 11/24
1	Start: 5:00PM End: 5:10PM Reserve		Start: 1:00PM End: 1:10PM Reserve	Start: 1:00PM End: 1:10PM Reserve	Start: 5:00PM End: 5:10PM Reserve		Start: 1:00PM End: 1:10PM Reserve	Start: 1:00PM End: 1:10PM Reserve	Start: 5:00PM End: 5:10PM Reserve		Start: 1:00PM End: 1:10PM Reserve	Start: 1:00PM End: 1:10PM Reserve
1	Start: 5:12PM End: 5:22PM Reserve		Start: 1:12PM End: 1:22PM Reserve	Start: 1:12PM End: 1:22PM Reserve	Start: 5:12PM End: 5:22PM Reserve		Start: 1:12PM End: 1:22PM Reserve	Start: 1:12PM End: 1:22PM Reserve	Start: 5:12PM End: 5:22PM Reserve		Start: 1:12PM End: 1:22PM Reserve	Start: 1:12PM End: 1:22PM Reserve
1	Start: 5:24PM End: 5:34PM		Start: 1:24PM End: 1:34PM	Start: 1:24PM End: 1:34PM	Start: 5:24PM End: 5:34PM		Start: 1:24PM End: 1:34PM	Start: 2:36PM End: 2:46PM	Start: 5:24PM End: 5:34PM		Start: 1:24PM End: 1:34PM	Start: 1:24PM End: 1:34PM