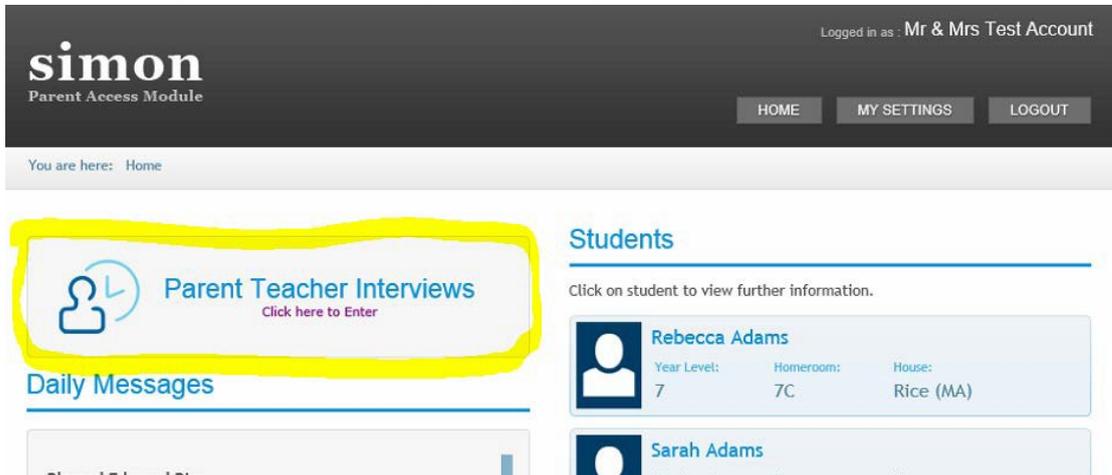
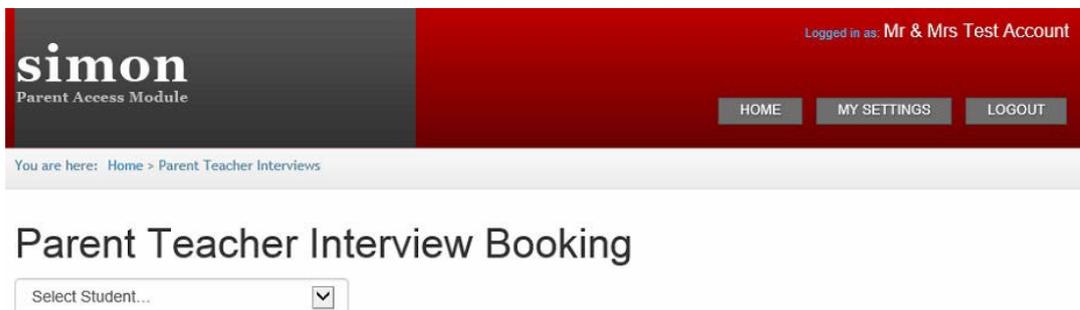


# Parent Teacher Interviews- Parent View

1. When a PTI run is available for booking, a Parent Teacher Interviews link will appear in the top left of the PAM interface. Bookings are open from Wednesday (afternoon) 9/9 for Tuesday 15/9 (4-7pm) and Thursday 17/9 (2-8pm).



2. Select the student for which interviews are to be made.



3. Click on the class and available times will appear on the right hand side.

simon  
Parent Access Module

Logged in as: Mr & Mrs Test Account

HOME MY SETTINGS LOGOUT

You are here: Home > Parent Teacher Interviews

## Parent Teacher Interview Booking

Rebecca Adams

### Rebecca's Classes for Interview

Test Interview Run (7)

In the month of May.  
At the School  
There are no limits on how many bookings a parent account can make.

7 French
7 Homeroom
7 Humanities
7 Information Technology
7 Religion
7 Science
7 Textiles

Teacher: Julia Clancey

- 12:36pm, 28th August 2014
- 1:12pm, 28th August 2014
- 2:24pm, 28th August 2014
- 3:00pm, 28th August 2014
- 3:18pm, 28th August 2014
- 3:36pm, 28th August 2014
- 3:54pm, 28th August 2014
- 4:12pm, 28th August 2014
- 4:30pm, 28th August 2014
- 4:48pm, 28th August 2014
- 5:06pm, 28th August 2014
- 5:24pm, 28th August 2014

Book Interview

4. Select the time and click on book interview.

SIMON will link the interviews to a virtual meeting space. This will be online via Teams. Parents can use their child's ipad or laptop device for this meeting. A link is generated on the day for the time and teacher. Parents will be in the virtual lobby room with teachers allowing access to the meeting, at the scheduled time.

simon  
Parent Access Module

Logged in as: Mr & Mrs Test Account

HOME MY SETTINGS LOGOUT

You are here: Home > Parent Teacher Interviews

## Parent Teacher Interview Booking

Rebecca Adams

### Rebecca's Classes for Interview

Test Interview Run (7)

In the month of May.  
At the School  
There are no limits on how many bookings a parent account can make.

7 French
7 Homeroom
7 Humanities
7 Information Technology
7 Religion
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7 Textiles

Teacher: Julia Clancey

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- 4:30pm, 28th August 2014
- 4:48pm, 28th August 2014
- 5:06pm, 28th August 2014
- 5:24pm, 28th August 2014

Book Interview

- Booked interviews for ALL children will be listed below in chronological order.

7 Religion
7 Science
7 Textiles

<b>David Welsh</b> 7 Mathematics 👤 <b>Rebecca Adams</b> Room:	 
28th August 2014	12:00pm - 12:15pm (15 minutes)
<b>Jacqui Owen</b> 9 Personal Development 👤 <b>Sarah Adams</b> Room:	 
28th August 2014	12:18pm - 12:33pm (15 minutes)
<b>Pierce Andjelkovic</b> 7 Drama 👤 <b>Rebecca Adams</b> Room:	 
28th August 2014	12:54pm - 1:09pm (15 minutes)
<b>Julia Clancey</b> 7 French 👤 <b>Rebecca Adams</b> Room:	 
28th August 2014	1:12pm - 1:27pm (15 minutes)

- Bookings can be edited by clicking on the blue edit button. Select new time and Confirm.

**Editing Booked Time** ✕

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**David Welsh**  
7 Mathematics  
👤 **Rebecca Adams**  
At the School

Currently Booked Interview  
28th August 2014  
12:00pm - 12:15pm (15minutes)

Select Interview Time... ▼

- Bookings can be cancelled by clicking on the red cross and confirming.

7 Science
7 Textiles

**David Welsh**  
7 Mathematics  
👤 **Rebecca Adams**  
Room:



28th August 2014 12:00pm - 12:15pm (15 minutes)

Delete Booking

Are you sure you want to delete this interview booking?

- On the day of the interview, click on the booking link and you will be taken to the virtual room.