# Parent Teacher Conference Directions for Parents with Visuals

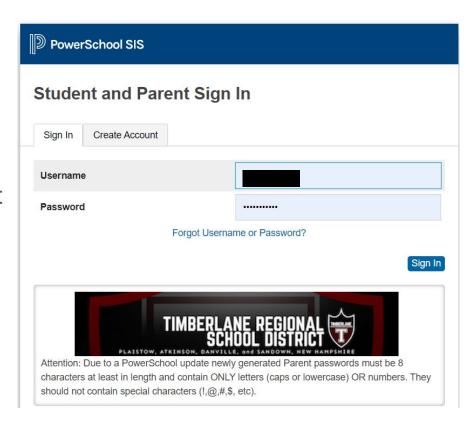
How to Sign up for Parent Conferences

# Go to Student/Parent PowerSchool Portal

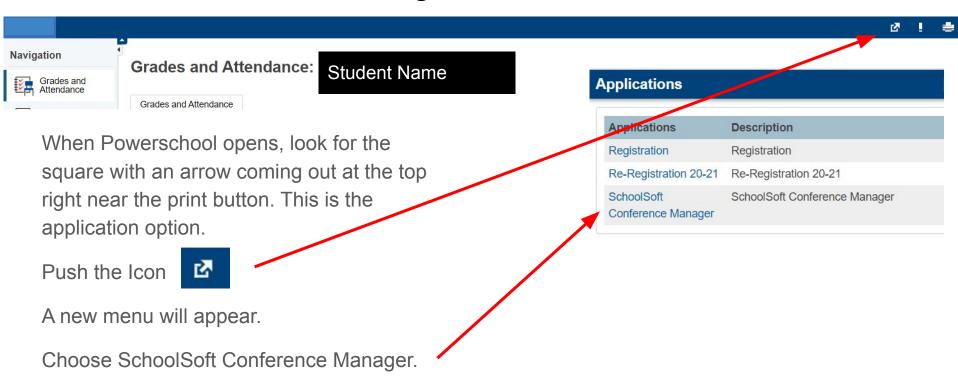
Parents must log into

Powerschool with their Parent

Log In. The conference link is not available under the students username.



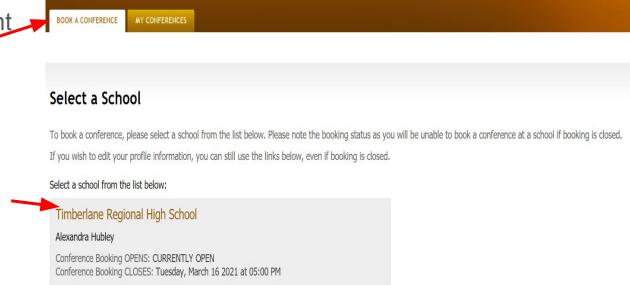
# Home Page in Powerschool



# Conference Sign up Home Page

Parents will be brought to the "Book a Conference" tab.

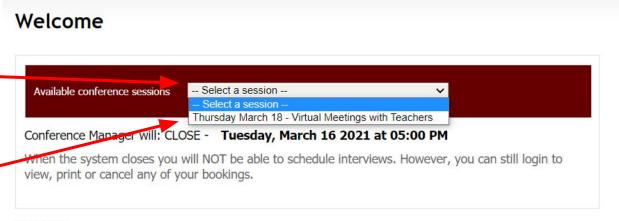
On this page please choose a school by clicking on the school name.



## **Available Conference Sessions**

The available conference sessions will appear in the pull down menu.

Choose the correct Conference Meeting date.



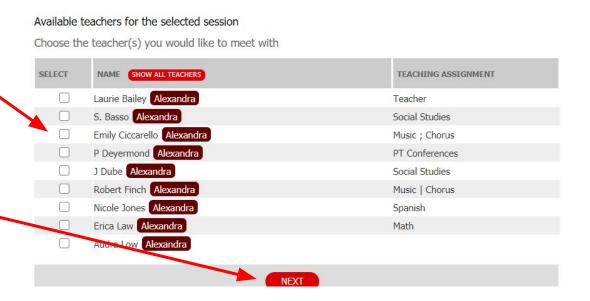
SUPPORT

For assistance contact: Timberlane Regional High School 603 382-6541

# Choose Teachers you wish to meet with.

Click on the box next to each teacher's name that you would like to conference with. You may choose all the names you wish to meet with at once.

Click next.



### Select a Tim

Thursday March 18 - \

# Time Options

For each teacher you chose, their options for conference times will appear. You will choose each teachers' time on this page. There will be a column for each name you checked.

The teacher's name will be in the maroon box and the times that are white are available.



# **Conference Details**

After choosing the times this menu will appear.

If you have more than one student choose the student name for that teacher.

A phone number must be entered.

Parents have the option to add comments or questions for the teacher.

Click submit. If you do not click submit. the times will not be held.

### CONFERENCE DETAILS S. Basso Teacher Teaching Social Studies Assignment Thursday Mar 18, 2021 Date Start Time Finish Time 4:50 PM Student Info Name Alexandra Hubley V Parent/Guardian Info Richard Hubley r.hubley@comcast.net Virtual Conference If your meeting is being conducted using meeting software, you will receive a link to the teacher's meeting room in your Confirmation Email and Reminder Email. Phone Number \* As a backup, or if the teacher is contacting you by phone, please enter a phone number where you can be reached. Comments or Questions (Optional) Comments or questions for the teacher regarding this conference. Warning: If you navigate away from this page, or close the browser, your booking will not be submitted. CLOSE WINDOW

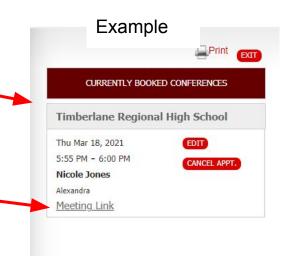
# Where Can I See My Conferences?

Once your conferences are booked they appear on the right hand side of the "Book A Conference" tab.

The link for your Online meeting will be there too.

You can also see the conference list and get the option to print it in the My Conferences tab.

If you need to edit your conferences you can do that on this page or in the "My Conferences tab".



# My Conferences Tab

Click on the second tab, My Conferences. Parent Site for Timberlane Regional School District The conferences you signed up for will BOOK A CONFERENCE MY CONFERENCES appear. On the left you have the option to: My Conferences Print your page Edit, Cancel or Print your currently booked conferences: Edit the meeting **Timberlane Regional High School** TEACHER TEACHING ASSIGNMENT STUDENT LOCATION Cancel the Nicole Jones Thu Mar 18, 2021 5:55 PM - 6:00 PM Alexandra appointment. Spanish Meeting Link