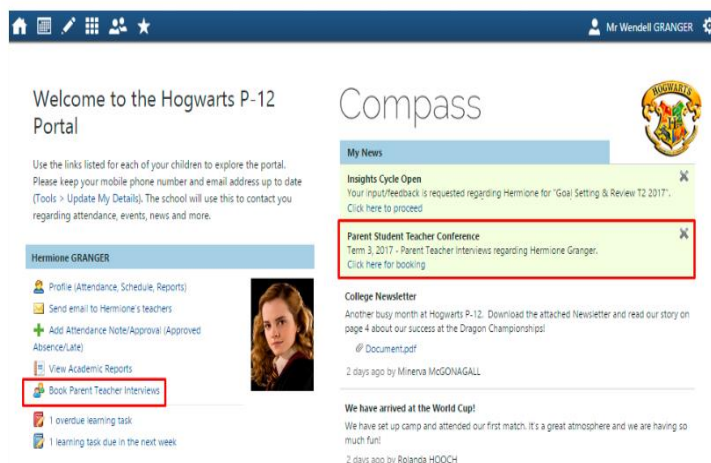


Booking Parent/Teacher Conferences using Compass School Manager

1. Families can make bookings by clicking on the 'Book Parent Teacher Interviews' button next to your child's photo on your Compass homepage, or by clicking the Dashboard Alert at the top of your Newsfeed.



Welcome to the Hogwarts P-12 Portal

Use the links listed for each of your children to explore the portal. Please keep your mobile phone number and email address up to date (Tools > Update My Details). The school will use this to contact you regarding attendance, events, news and more.

Hermione GRANGER

- Profile (Attendance, Schedule, Reports)
- Send email to Hermione's teachers
- Add Attendance Note/Approve (Approved Absence/Late)
- View Academic Reports
- Book Parent Teacher Interviews**
- 1 overdue learning task
- 1 learning task due in the next week

My News

- Insights Cycle Open**
Your input/feedback is requested regarding Hermione for 'Goal Setting & Review T2 2017'.
Click here to proceed
- Parent Student Teacher Conference**
Term 3, 2017 - Parent Teacher Interviews regarding Hermione Granger.
Click here for booking
- College Newsletter**
Another busy month at Hogwarts P-12. Download the attached Newsletter and read our story on page 4 about our success at the Dragon Championships!
@ Document.pdf
2 days ago by Minerva MCGONAGALL
- We have arrived at the World Cup!**
We have set up camp and attended our first match. It's a great atmosphere and we are having so much fun!
2 days ago by Rolanda HOOCH

2. A list of parent-teacher interview cycles will be displayed along with their booking status. Click 'My Bookings' on the relevant cycle.

Conference Cycles	
Conference Name	
Term 2 2017 - Parent Teacher Interviews First Slot: Monday, June 12 2017 - 11:00 AM, Last Slot: Wednesday, June 21 2017 - 03:30 PM	My Bookings
Term 3 - Training Example First Slot: Thursday, June 22 2017 - 04:00 PM, Last Slot: Friday, June 23 2017 - 12:30 PM	My Bookings

3. Your booking sheet will be displayed and will show all available booking times. Click on a time in the grid to display teachers available for booking at that time, and click the teacher's name to make your booking.

Term 2 2017 - Parent Teacher Interviews			Post	Information/Help	Harry POTTER
Monday, June 12					
11:00 AM	11:00 AM	2 Interviews booked	11:20 AM	Minerva MCGONAGALL Teacher for H1133B - Transfig...	
11:30 AM	Compass (JOLF) Admin Teacher for TAFO1BUJLDING...	11:40 AM	11:50 AM	Daniel Knightley Teacher for MA113A - Mathe...	
12:00 PM	Not available for booking Bookings cannot be made.	12:10 PM	Not available for booking Bookings cannot be made.	12:20 PM	Not available for booking Bookings cannot be made.
12:30 PM	Not available for booking Bookings cannot be made.	12:40 PM	Not available for booking Bookings cannot be made.	12:50 PM	Not available for booking Bookings cannot be made.
01:00 PM		01:10 PM	Minerva MCGONAGALL Teacher for 100ADA - Dark ...	01:20 PM	

Teachers

Aurora SINISTRA
SALCA - Astronomy Year 12
Interview Welcome

Rolanda HOOCH
SALCA - Astronomy Yr 9
Interview Welcome

Minerva MCGONAGALL
H1133B - Transfiguration Year 12
Mon 12/06 11:20 AM

Note: You can view a teacher's availability by clicking on the teacher's name on the right side of the booking page.