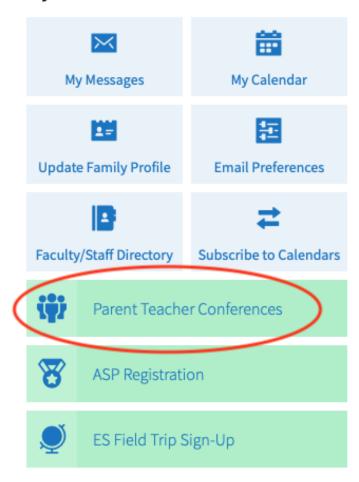
## **Parent/Teacher Conferences**

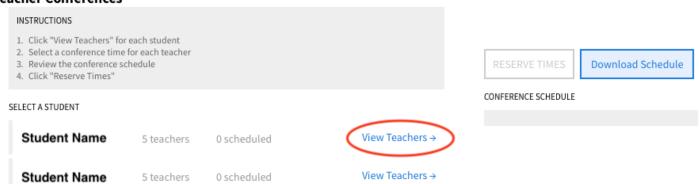
1) To sign up for a PT conference, login to your parent portal and click on the Parent Teacher Conferences green button.

## My Household

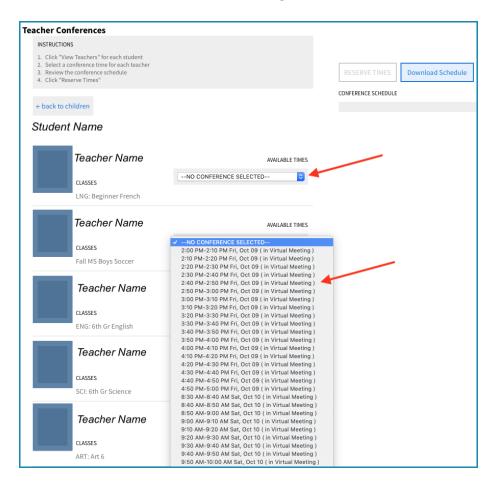


2) A new screen will open up and next to your student(s) name, click on View Teachers

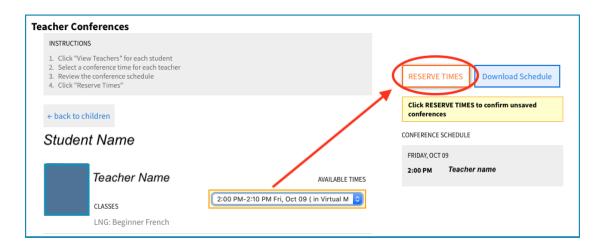
## **Teacher Conferences**



3) Next to the teacher name, click on the 'Available Times' drop-down menu and click on the desired meeting time.



4) Once you selected all the conference times please be sure to click on 'Reserve Times' to confirm the selection.



5) You have now completed the process. Thank you!