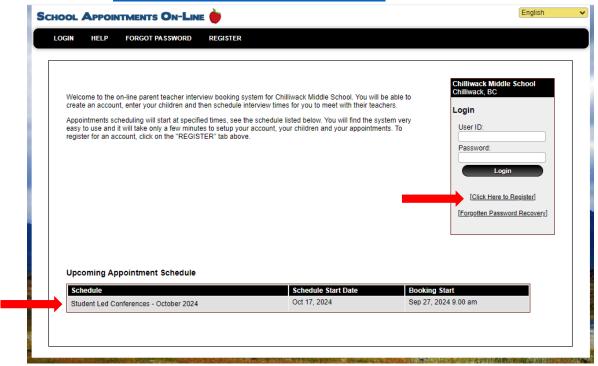
Student Led Conferences – October 17, 2024

Student Led Conferences are scheduled for Thursday, October 17, 2024. The conferences will take place between 3:00-5:00 pm and then from 5:30-7:00pm.

Parents/Guardians can book appointments to discuss your student's progress directly online as follows:

1. Click the link: http://cms.parentteacherconferences.net



- 2. Register for an account by clicking the "CLICK HERE TO REGISTER" menu tab and filling in the on-line form. Choose a user id and password for yourself and then click the "Register Now" button.
- 3. Add the student into the system by clicking the "Add a Student" button. Click "Insert New" button to add more students.
- 4. Click the "date" icon beside each student's name to schedule appointments. At this point you will need to choose Student Led Conferences October 2024
- 5. Select "View Calendars" button and then the teachers you wish to book appointments with. Use the "Ctrl" or "Command" key to select your student's main Division teacher as well as their Applied Skills or Band teacher if you wish to view at the same time.
- 6. Click on available time slots to book your appointments and then click the "**Book Appointments**" button to save your bookings.

Please feel free to contact our office should you require assistance with booking your appointment.