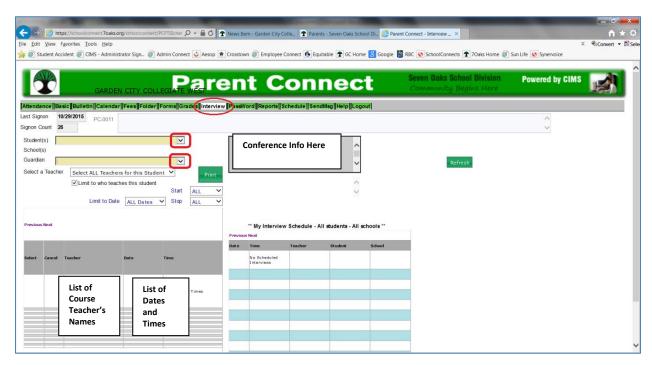
COLLÈGE GARDEN CITY COLLEGIATE

STUDENT PARENT TEACHER CONFERENCES AND PARENT CONNECT



HOW TO BOOK AN APPOINTMENT: (One time slot allowed per teacher)

- Login to Parent Connect https://www.7oaks.org/page/3569/parents
- Click on the Interview Tab
- Use the drop down to access the student's name (if you have more than 1 student at Garden City)
- Click **Select** for the teacher and time slot you would like to book.
- To view more dates/times click Previous/Next
- Select the next teacher and select a time slot repeat as necessary.
- The Appointment time/teacher will move to the right side of the screen My Interview
 Schedule
- Once complete You may print your interview schedule by selecting the green Print Tab
- This appointment will be in person at the school.

TO EDIT OR CANCEL APPOINTMENTS:

Go back on the main list where you selected the appt. time and click on the Cancel

IF TEACHER APPOINTMENT TIME SLOTS ARE FULL:

- Login to Parent Connect https://www.7oaks.org/page/3569/parents
- Choose Resources Tab Send Message
- Find Teacher(s) and email your request to see them.
- Teacher will respond to your email request.

ANY QUESTIONS OR CONCERNS PLEASE CALL THE OFFICE AT 204-339-2058