

1/2018

PARENT/GUARDIAN: SCHEDULING PARENT TEACHER CONFERENCES

*****CONFERENCES CAN NOW BE SCHEDULED FROM MOBILE DEVICES*****

LOGIN TO SKYWARD USING YOUR PARENT LOGIN AND PASSWORD. YOU WILL NOT BE ABLE TO MAKE AN APPOINTMENT IF YOU ARE LOGGING IN AS YOUR STUDENT.

Choose "Conferences"



Update	Schedule a Conference Time with	_			
Calendar					~
Gradebook	Conference Time Slots	Status	Building/Room		
Attandance	Wed Oct 4, 2017 4:10 pm - 4:2 Cho	ose the date	and time you	Select	
Allendance	Wed Oct 4, 2017 4:30 pm - 4:4 Wan	t and click c	on "Select".	Select	
Student Info	Wed Oct 4, 2017 4:50 pm - 5:00 pm	Open	~	Select	
Schedule	Wed Oct 4, 2017 5:10 pm - 5:20 pm			Select	
Test Scores	Wed Oct 4, 2017 5:30 pm - 5:40 pm	Open		Select	
Conferences	Wed Oct 4, 2017 5:50 pm - 6:00 pm	Open		Select	
Academic History	Wed Oct 4, 2017 6:10 pm - 6:20 pm	Open		Select	

*****If the "Select" button does not work for you, it may be your Browser that is blocking it. Google Chrome can be a problem at times. Firefox works the best.****

ouronau	Teacher Conferences	Status	Cla
Gradebook		Status	Ciu
	Period 1	Scheduled	Atte
Attendance	12.00 AW - 12.00 AW	Wed Oct 4, 2017 IIOIN 5.10 PM - 5.20 PM	_
Student Info	(Foothill Elementa	ry) View Scheduled Times All Conferences	
Schedule	No conferences are sched	uled for this student.	
Test Scores		This student is now scheduled	
Conferences			

Your Parent Teacher conference is now scheduled for this student.

You can print your scheduled Parent Teacher Conferences for all of your children.

Homo	Conferences				
Home	Scheduled Conferences Report				
Student Information Update	Print All Scheduled Conferences for Guardian	>			
Calendar	acy Elementary) View Scheduled Tim	nes All Conferences			
Oredebeek	Scheduled Teacher Conferences	Status	Class	Building/Room	
GIAGEDOOK	Wed Feb 7, 2018 from 4:20 PM - 4:30 PM	Scheduled	Attendance-1st Grade		
Attendance		(Unschedule)			
Student Info	Cy Elementary) View Scheduled Time	s All Conferences			
Schedule	Scheduled Teacher Conferences	Status	Class	Building/Room	
	Wed Feb 7, 2018 from 4:40 PM - 4:50 PM	Scheduled	Attendance-4th Grade	183/129	
Test Scores		(Unscriedule)			
Graduation					
Requirements	All of your childr	en who have confer	ences scheduled will sl	how	
Conferences	on this report wit	th their Conference	dates, times and teache	ers.	
Academic History					
Dortfolio					

To remove or change your appointment click on "View Scheduled Time" and "Unschedule".

Home							
Student nformation Jpdate	Scheduled Conferences Report Print All Scheduled Conferences for Guardian						
Calendar	egacy Elementary) View Scheduled Times All Conferences						
Gradebook	Scheduled Teacher Conferences	Status	Class	Building/Room	Notes		
Attendance	Wed Feb 7, 2018 from 4:20 PM - 4:30 PM	Scheduled (Unschedule)	Attendance-1st Grade				
Student Info	acy Elementary) View Scheduled Times All Conferences						
Schedule	Scheduled Teacher Conferences	Status	Class	Building/Room	Notes		
Test Scores	Wed Feb 7, 2018 from 4:40 PM - 4:50 PM	Scheduled (Unschedule)	Attendance-4th Grade	183 / 129	100		
Graduation Requirements							
Conferences							
Academic History							
Portfolio							
Skylert							
onin History							

Choose the new date and time.

Scheduling Conferences from your phone:

1- Download the Skyward/Alpine School District Phone Mobile App

2- Log in to Skyward and choose Mobile . You can do it on the desktop but it is really small and takes more steps.

3- Click on the 3 lines in the upper right hand side of the screen. This will bring up a list of options

4- Click on "Conferences"

5-Each student will have an "All Conferences" option if appointments are available. Click on "All Conferences"

6- Click on "Select Times" A list of dates and times will come up

7-Click on the word "select" of date and time you want

8-On the next screen click on "Request" to schedule the Conference

9-The next screen shows your conference date and time. You will immediately receive an email that you have scheduled a conference.

10- You can change your conference time by clicking on "unschedule" and then choose a new time.