



BERNARD ZELL

ANSHE EMET DAY SCHOOL

בית ספר אנשי אמת ע"ש ברנרד זל

1. Sign into the [Bernard Zell website](#).
2. Once logged in, you'll be redirected to the **Parent Portal**. Select the yellow 'Sign-Up for Parent Teacher Conferences' button as shown below:

BERNARD ZELL PARENT PORTAL

IMPORTANT LINKS



3. Now, select the **Resources** tab.



4. Click on the Parent Teacher Conferences resource board. This will automatically sign you into the Pick A Time system. **Note: This link will be active on Wednesday, November 3 beginning at 9:00 a.m.**



5. Select 'Online Scheduler'.

pick A time
online appointment scheduling

Admin UI Block Schedule **Online Scheduler**

Login As: email Login

Report Selection

Vendor: Bernard Zell Anshe Emet Day School

Choose View Options Account View Event View Subscribe to iCal Feed

6. Schedule your sessions by clicking on the color-coded boxes under your child's name.
7. Once you click on a session, you will need to confirm by clicking the '**Create Appointment**' button.
8. When you finish scheduling, you can print/email a copy of your schedule by clicking on the '**printable schedule**' button in the top menu bar.