

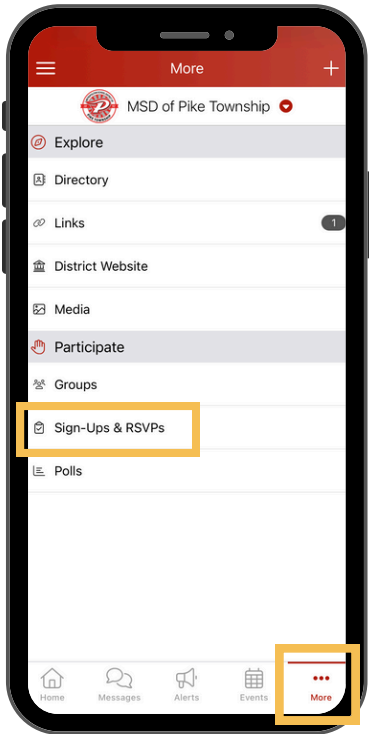


ParentSquare

Conference Appointment Sign Up

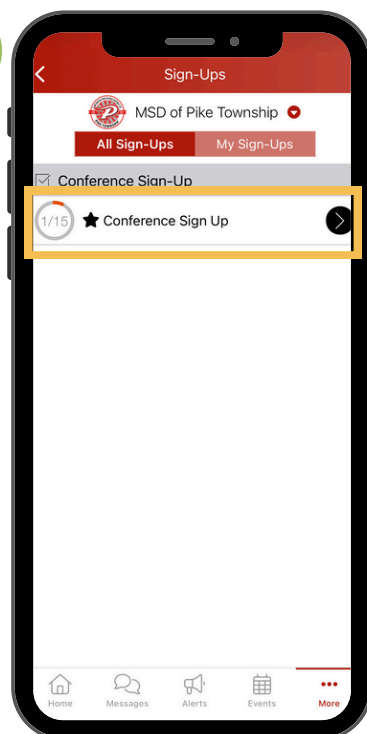
Mobile App

1



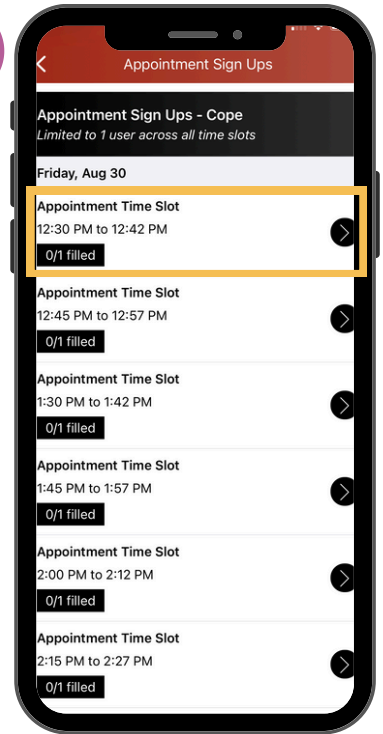
Tap **More** in the bottom right corner and then **Sign-Ups & RSVPs**.

2



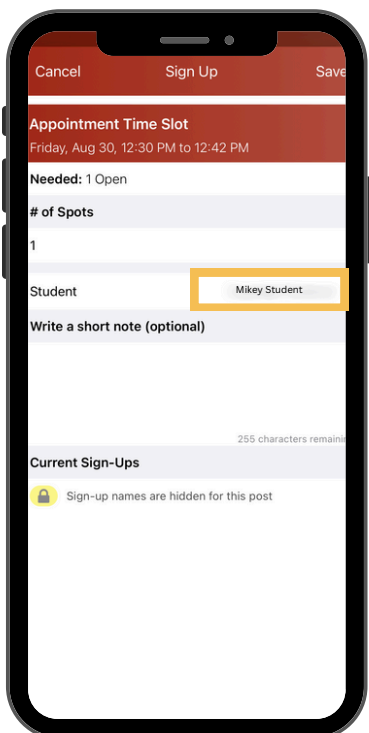
Select the **Conference Sign-Up** form.

3



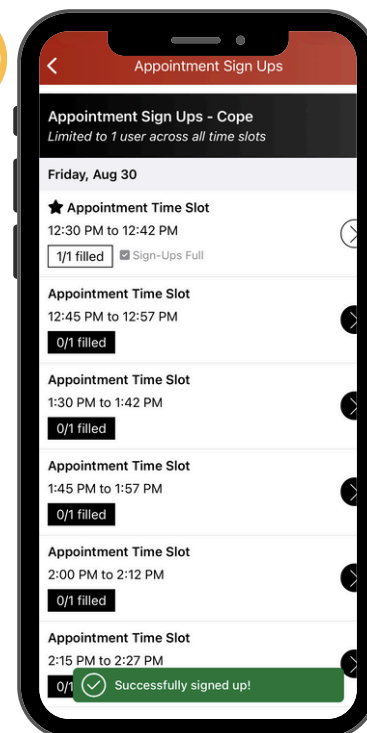
Tap the timeslot that works for you.

4



In the dropdown, select your **student's name**, write a note, and tap **Save**.

5



Your timeslot is confirmed.

A few things to note:

- If you forget your selected times, return to the **Sign-Ups & RSVPs** tab under **More**.
- If you will join a virtual conference from a mobile device, you will need to download the **Microsoft Teams** app from your app store.



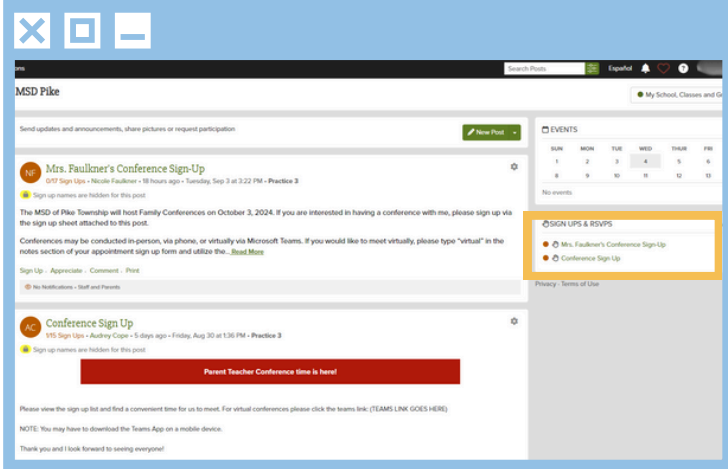
ParentSquare

Conference Appointment Sign Up

Web Browser

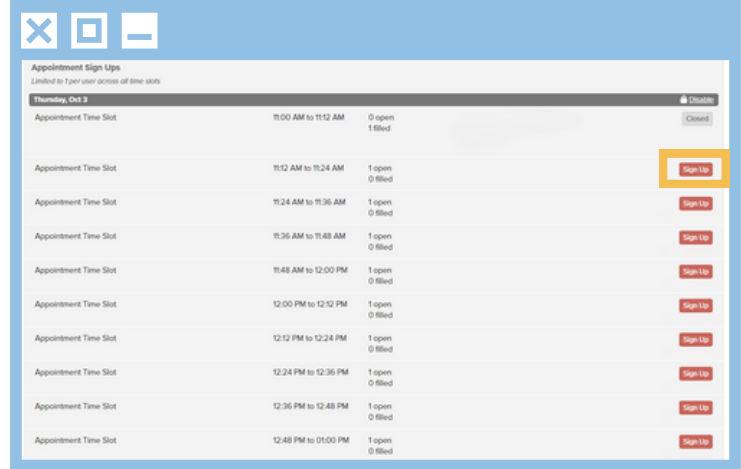


1



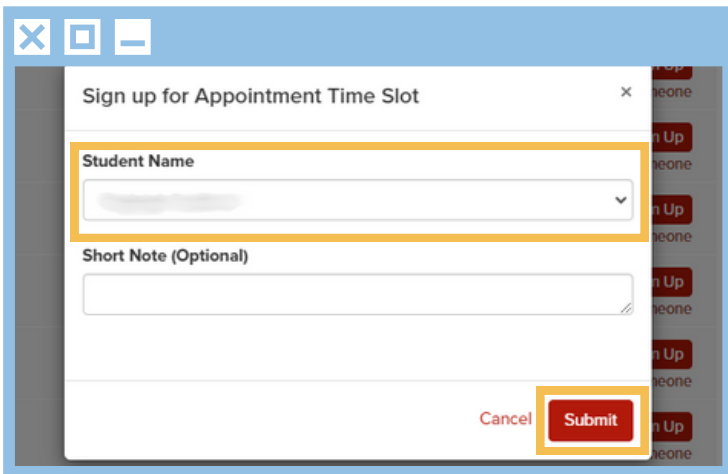
Choose a **Sign-Up form** from the right side of your feed.

2



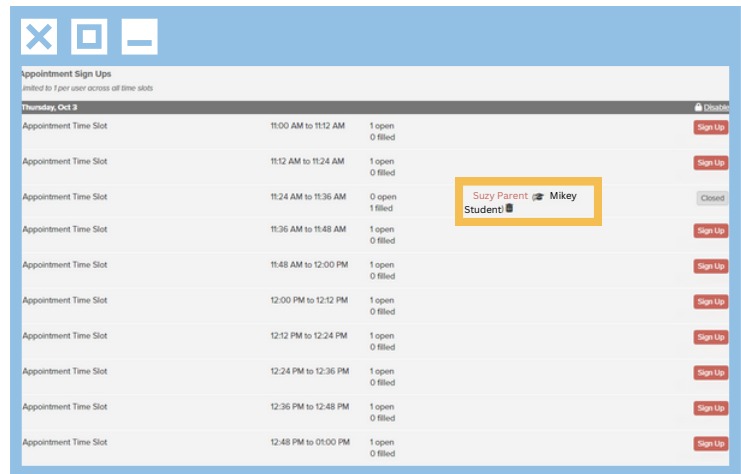
Click **Sign Up** for the timeslot that works for you.

3



Select your **student's name** and then click **Submit**. Write "Virtual" in the Short Note box if you want a virtual conference.

4



If you need to change or cancel your sign-up time, hover your mouse over your name to see and click the **trash can** to remove your time slot. Then click **Sign Up** again for the correct time slot.

Note:

- If you will join a virtual conference from a mobile device, you will need to download the **Microsoft Teams app** from your app store. No action is needed if you will join from a computer.

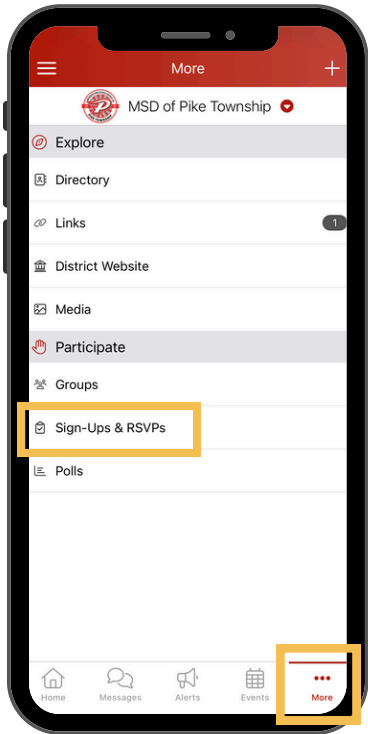


ParentSquare

Enskripsyon randevou konferans

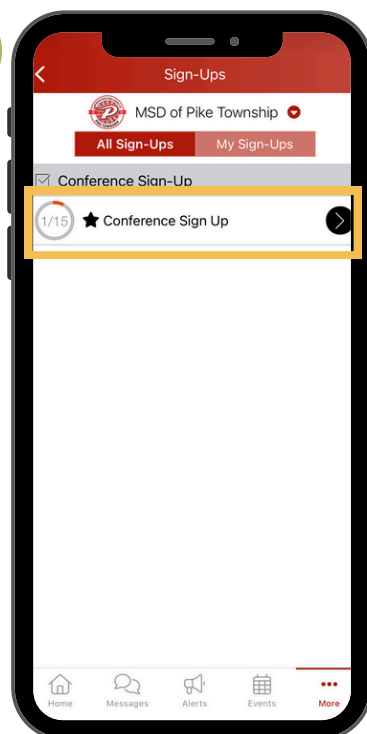
Aplikasyon mobil

1



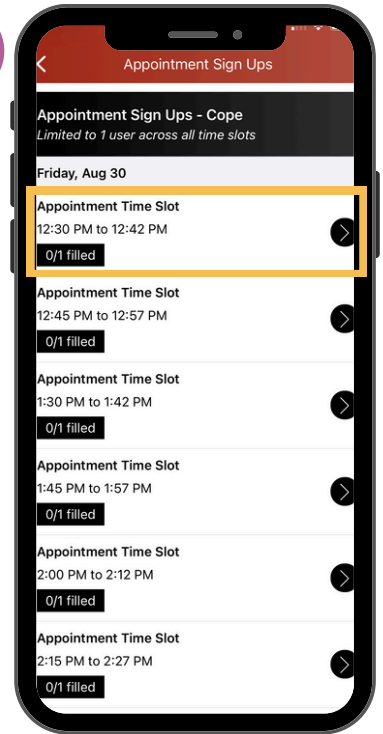
Tape Plis nan kwen anba dwat epi apre sa Enskripsyon ak RSVP.

2



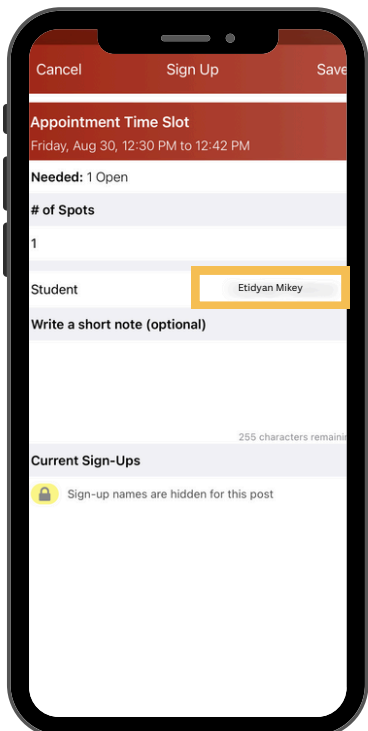
Chwazi fòm Enskripsyon Konferans lan.

3



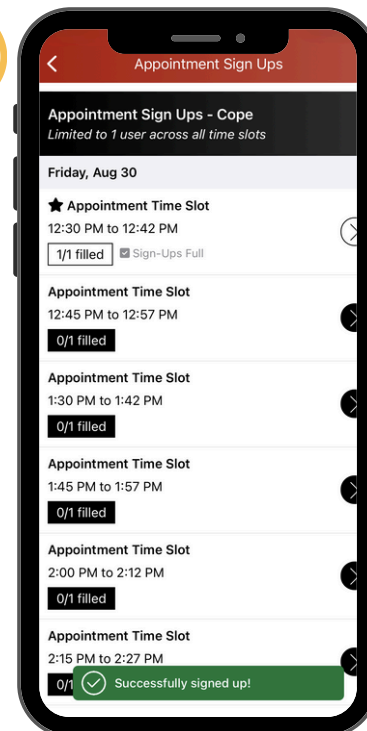
Tape tan an ki travay pou ou.

4



Nan deroule a, chwazi non elèv ou a, ekri yon nòt, epi klike sou Save.

5



Plas tan ou konfime.

Kèk bagay pou sonje:

- Si w bliye lè w chwazi yo, retounen nan tab Enskripsyon ak RSVP yo anba Plis.
- Si w ap antre nan yon konferans vityèl ki sòti nan yon aparèy mobil, w ap bezwen telechaje aplikasyon Microsoft Teams nan magazen app ou a.



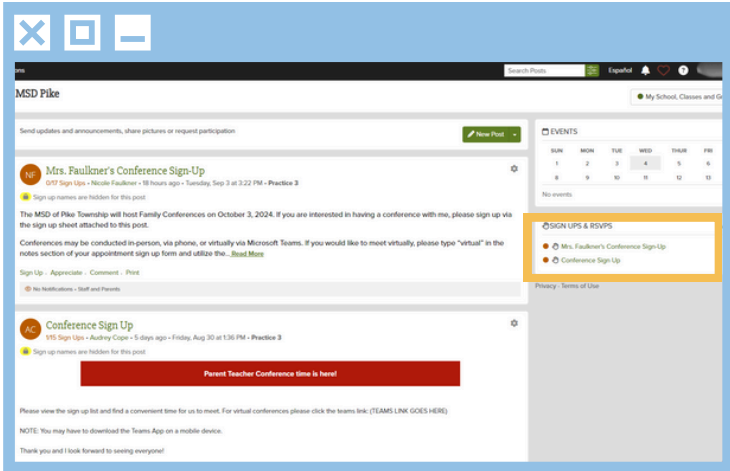
ParentSquare

Enskripsyon randevou konferans

Navigatè entènèt

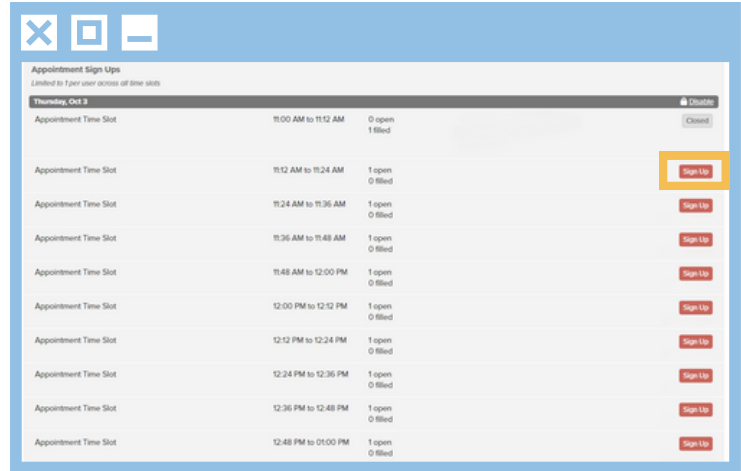


1



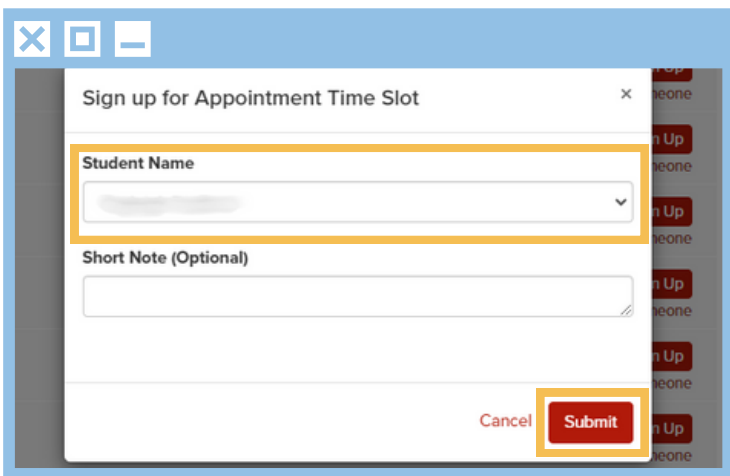
Chwazi yon fòm Enskripsyon sou bò dwat manje ou a.

2



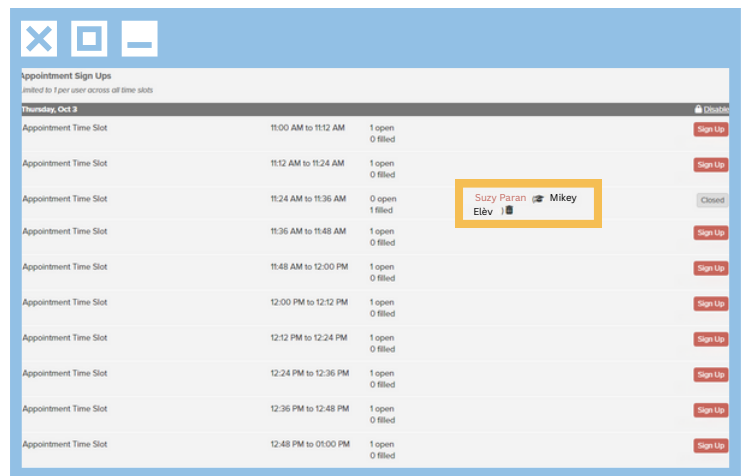
Klike sou Enskri pou yon seri tan ki travay pou ou.

3



Chwazi non elèv ou a epi klike sou Soumèt. Ekri "Virtuel" nan bwat nòt kout si ou vle yon konferans vityèl.

4



Si ou bezwen chanje oswa anile tan enskripsyon ou, pase sourit ou sou non ou pou wè epi klike sou fatra a pou retire plas tan ou a. Lè sa a, klike sou Enskri ankò pou plas tan ki kòrèk la.

Nòt:

Si w ap antre nan yon konferans vityèl ki sòti nan yon aparèy mobil, w ap bezwen telechaje aplikasyon Microsoft Teams nan magazen app ou a. Pa gen okenn aksyon ki nesèsè si ou pral rantre nan yon òdinatè.

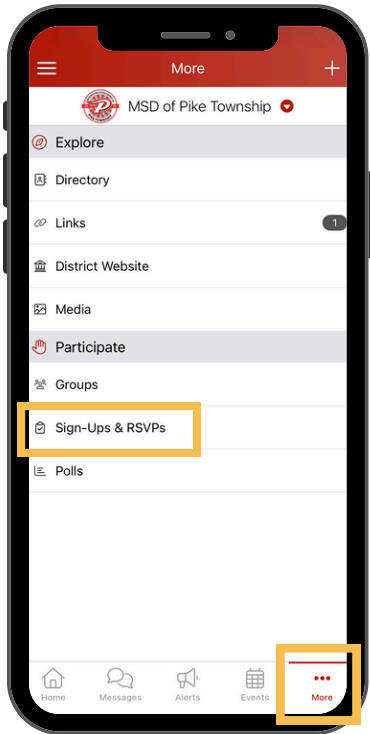


ParentSquare

Inscripción para cita de conferencia

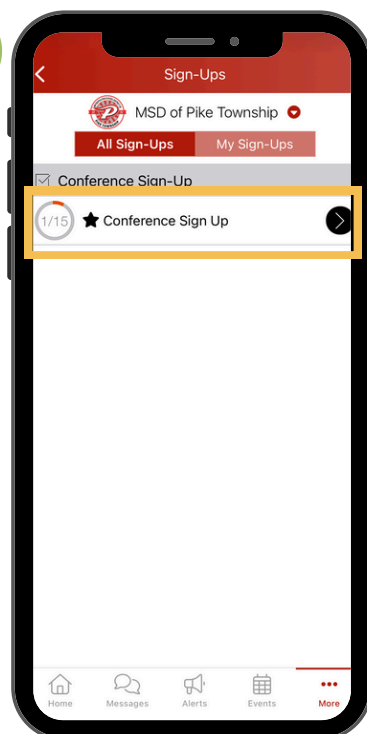
Aplicación móvil

1



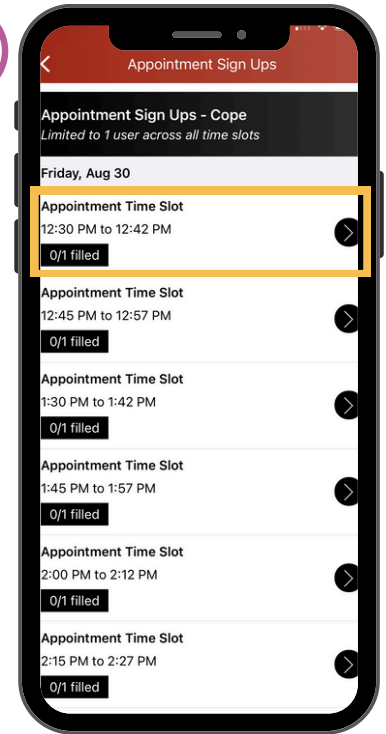
Toque Más en la esquina inferior derecha y luego Incripciones y confirmaciones de asistencia.

2



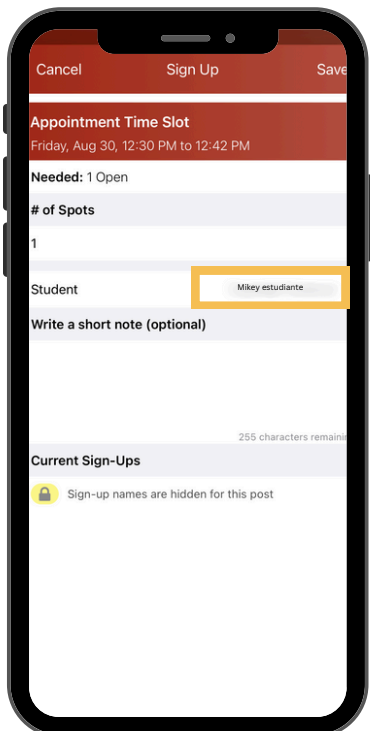
Seleccione el formulario de inscripción a la conferencia.

3



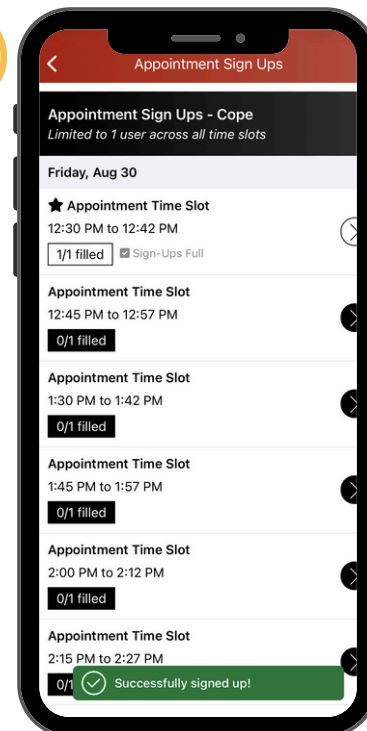
Seleccione el horario que mejor se adapte a usted.

4



En el menú desplegable, seleccione el nombre de su estudiante, escriba una nota y toque Guardar.

5



Su horario está confirmado.

Algunas cosas a tener en cuenta:

- Si olvida los horarios seleccionados, regrese a la pestaña Incripciones y confirmaciones de asistencia en Más.
- Si va a unirse a una conferencia virtual desde un dispositivo móvil, deberá descargar la aplicación Microsoft Teams desde su tienda de aplicaciones.

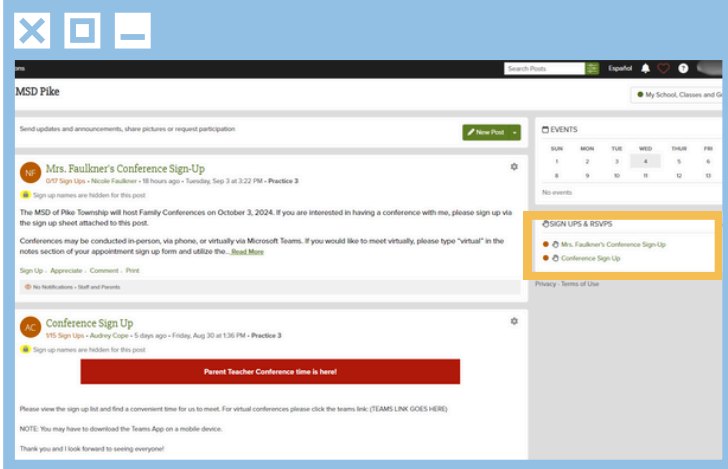


ParentSquare

Inscripción para cita de conferencia

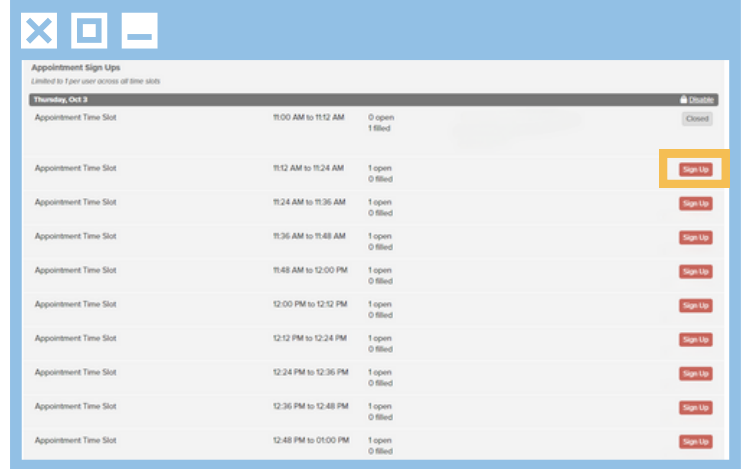
Navegador web

1



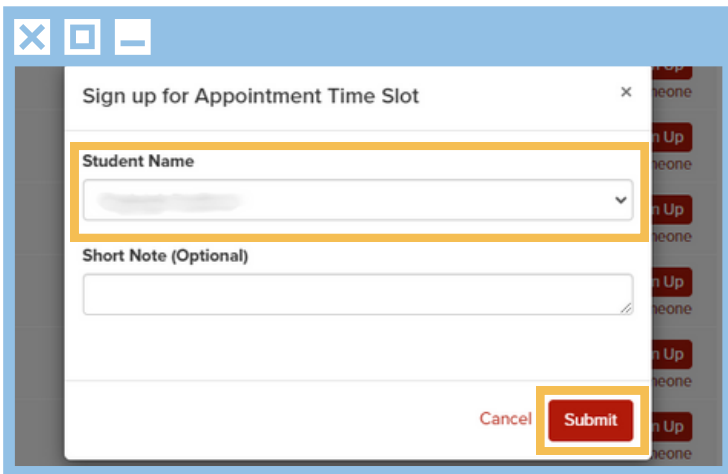
Seleccione un formulario de registro en el lado derecho de su feed.

2



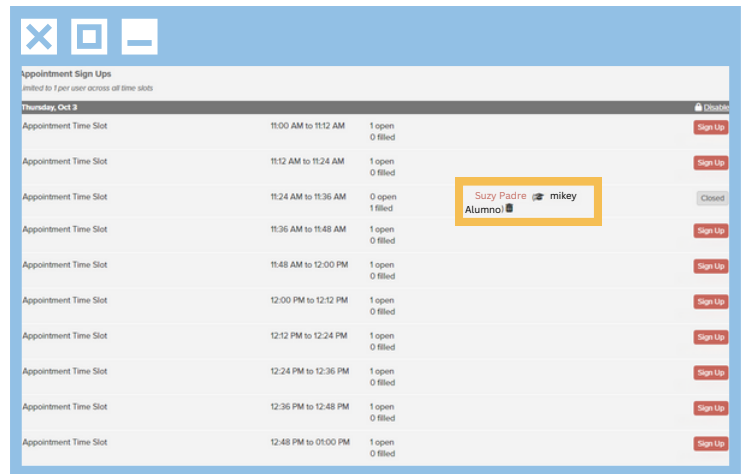
Haga clic en Registrarse para el horario que mejor se adapte a sus necesidades.

3



Seleccione el nombre de su estudiante y luego haga clic en Enviar. Escriba "Virtual" en el cuadro de Nota breve si desea una conferencia virtual.

4



Si necesita cambiar o cancelar su horario de inscripción, pase el mouse sobre su nombre para ver y haga clic en la papelera para eliminar su horario. Luego, haga clic en Registrarse nuevamente para el horario correcto.

Nota:

Si va a participar en una conferencia virtual desde un dispositivo móvil, deberá descargar la aplicación Microsoft Teams desde la tienda de aplicaciones. No es necesario realizar ninguna acción si va a participar desde una computadora.