

Parent View for Scheduling Conferences in RealTime

1. Log into the RealTime Parent Portal
2. Click "Teacher Conferences"
3. Click on "Schedule Conference" with your child's teacher (s)

***You can choose any subject, but you can only schedule 1 conference per teacher**

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Collin
Counselor: Lauren Provost

Grade: 03
HR Teacher: Christine Modula

Student
Attendance: Absent - Exc w,

TEACHER CONFERENCES 2017-2018

View Scheduled Conferences

Title	Teacher	Room	Conferences
HOMEROOM	Christine Modula	A-3	
Art 603/03	Jennifer Tamayne-Hettema	B-3	
Enrichment 663/03	Stacey Ortense	B-11	
General Music 623/03	Jan Courtney	C-4	
Health 503/03	Christine Modula	A-3	<input type="button" value="Schedule Conference"/>
Mathematics 203/03	Christine Modula	A-3	<input type="button" value="Schedule Conference"/>
Media 613/03	Elizabeth Doyle	A-2	
Physical Education 643/03	James Reid	C-1	
Reading 113/03	Christine Modula	A-3	<input type="button" value="Schedule Conference"/>
Science 303/01	Maryellen McLeod	A-3	<input type="button" value="Schedule Conference"/>
Social Studies 403/03	Christine Modula	A-3	<input type="button" value="Schedule Conference"/>
Spanish 653/03	Francis Kelly	B-14	
Word Work 123/03	Christine Modula	A-3	<input type="button" value="Schedule Conference"/>

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4. Click on the time next to the day you want for the conference
5. Click "Request Conference" after your choice has been selected

PTC Schedule for Joy Lorenzo

- Available Conferences
- 4/20/2016
- 10:00 AM - 10:10 AM
 - 10:11 AM - 10:21 AM
 - 10:22 AM - 10:32 AM
 - 10:33 AM - 10:43 AM
 - 10:44 AM - 10:54 AM
 - 10:55 AM - 11:05 AM
 - 11:06 AM - 11:16 AM
 - 11:17 AM - 11:27 AM
 - 11:28 AM - 11:38 AM
 - 11:39 AM - 11:49 AM
 - 11:50 AM - 12:00 PM

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No conference has been requested.

Example of a Pending Conference

11/15/2017 at 7:45 AM - 8:00 AM	Christine Modula	Pending
Schedule Conference		
11/15/2017 at 7:45 AM - 8:00 AM	Christine Modula	Pending
Schedule Conference		

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Request Conference

***If you need to reschedule, please call the school.**

6. Check if requested conference was accepted by teacher
 - a. Log into the RealTime Parent Portal
 - b. Click "Teacher Conferences"

Example of an Accepted Conference – Green is Accepted

11/15/2017 at 7:45 AM - 8:00 AM	Christine Modula	Accepted
Schedule Conference		
11/15/2017 at 7:45 AM - 8:00 AM	Christine Modula	Accepted
Schedule Conference		