

Booking Appointments

https://bromfords.parentseveningsystem.co.uk/

Parents' Ev	ening Syste	m						
	een Abbey parents' - please ensure you			ents can be amended via a link from the				
Your Details								
Title	First Name		Sur	name				
Mrs •	Rachael		Ab	obot				
Email			Confirm Em	ail				
rabbot4@gmail.	rabbot4@gmail.com			rabbot4@gmail.com				
Student's De First Name	tails	Surname		Date Of Birth				
Ben		Abbot		20 • July • 2000 •				
Log In								

Click a date to continue

Thursday, 16th March

Friday, 17th March Open for bookings I'm unable to attend

Step 1: Login

Fill out the details on the page then click the *Log In* button. A confirmation of your appointments will be sent to the email address you provide. *Please note, your first name could be entered on our system as your initial. For example; Rachael Abbot / R Abbot*

Please use your child's preferred forename.

Step 2: Select Parents' Evening

Click on the date you wish to book.

Unable to make all of the dates listed? Click I'm unable to attend.

Ch	oose Booking Mode
Sele	ct how you'd like to book your appointments using the option below, and then hit Next.
٢	Automatic Automatically book the best possible times based on your availability
0	Manual Choose the time you would like to see each teacher
	Next

This parents' evening is an opportunity to meet your child's teacher. Please enter the school via the main entrance and sign in at reception.

Step 3: Select Booking Mode

Choose Automatic if you'd like the system to suggest the shortest possible appointment schedule based on the times you're available to attend. Or if you'd rather choose the times to book with each teacher, choose Manual. Then press *Next*.

We recommend choosing the automatic booking mode when browsing on a mobile phone.

en	n't wish to see any teacher below	 	 	
	Mr J Brown SENCO	Mrs D Mumford Mathematics	Mr J Sinclair English	Mrs A Wheeler Class 11A
ndre	W			
	Miss F Burton Mathematics	Dr R Monamara French	Mr J Sinclair English	

Step 4: Choose Teachers

If you chose the automatic booking mode, drag the sliders at the top of the screen to indicate the earliest and latest you can attend.

Select the teachers you'd like to book appointments with. A green tick indicates they're selected. To de-select, click on their name.

	ppointments have been res on at the bottom.	served for two min	utes. If you're happy wi	th them, please choose
	Teacher	Student	Subject	Room
17:10	Mr J Sinclair	Ben	English	E6
17:25	Mrs D Mumford	Ben	Mathematics	M2
17:45	Dr R Mcnamara	Andrew	French	L4

Miss B Patel

Class 10E (H3)

Mrs A Wheeler

Class 11A (L1)

Ben

Mr J Brown

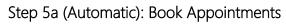
SENCO (A2)

Ber

16:30

16:40 16:50

17:00





If you chose the automatic booking mode, you should see provisional appointments which are held for 2 minutes. To keep them, choose Accept at the bottom left.

If it wasn't possible to book every selected teacher during the times you are able to attend, you can either adjust the teachers you wish to meet with and try again, or switch to manual booking mode (Step 5b).

Step 5b (Manual): Book Appointments

Click any of the green cells to make an appointment. Blue cells signify where you already have an appointment. Grey cells are unavailable.

To change an appointment, delete the original by hovering over the blue box and clicking *Delete*. Then choose an alternate time.

Once you're finished booking all appointments, at the top of the page in the alert box, press *click here* to finish the booking process.

	Year 11 Bulgest Evening A spectoresis from 1900 to 1005					
6	/ Arrand Dashings					
	uning is far papfa ti piar sin Malt schara this eascan					
	Teacher	Student	Subject	Room		
15:00	Mr.J Ermon	fac.	SENCO	A2		
15:10	Mr.J. Strafast		English			
1915	Mr.J.Dridair	Andrew	English	60		
15.20	Mr.W. Jacobs	844	History	***		
19.25	Max Fillerton	Andrew	Mathematica	M3		
15.10	Man / Coller	Arithma .	Science .	80		

Step 6: Finished

You're now on the *My Bookings* page and all your bookings are below. An email confirmation has been sent and you can also print appointments from this page by pressing *Print*.

To change your appointments, click on Amend Bookings.