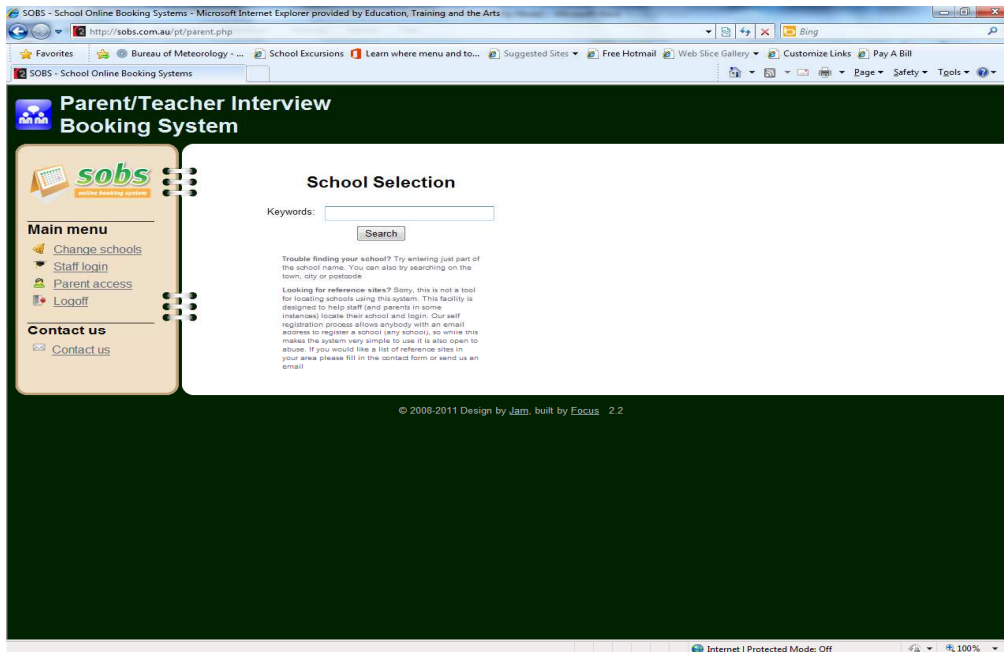



Parent Teacher Interviews

Dear Parent / Guardian,

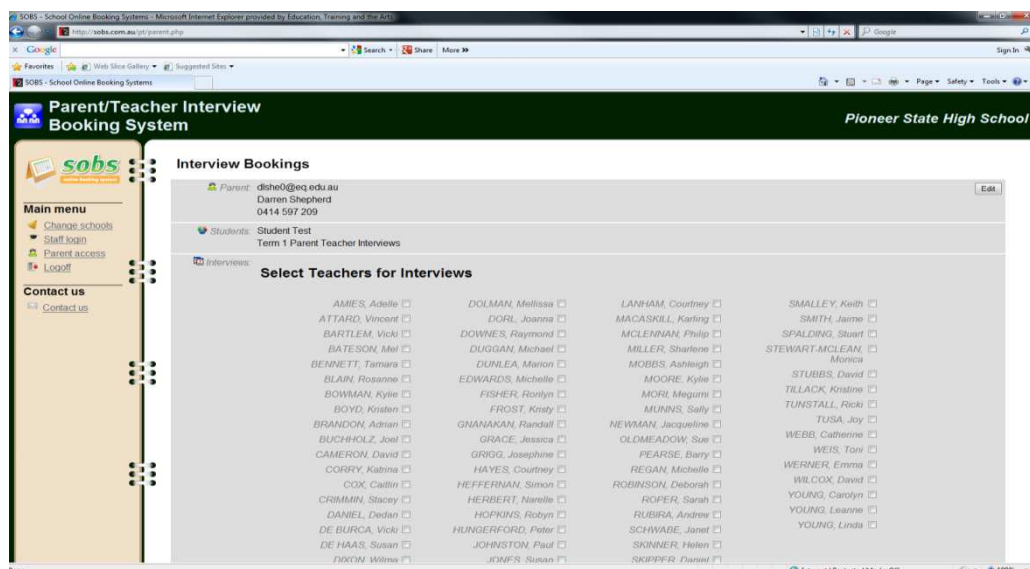
In order to book your interviews, please go the website located at <http://sobs.com.au/pt/parent.php>
The webpage will look similar to the screen shot below. Please note that there is also a link to the website and further instructions in the *Parent Teacher Interviews* section under the *Our Parents* tab on the school website.



Type *Pioneer State High School* into the “Keywords” space.

Once you have inserted your Email address, name, contact number, child’s name/s, child’s year level/s, you will be able to select the  option located on the right of the screen.

The screen should now display the teachers alphabetically on your screen as shown below.



Select the teacher/s by clicking on the box located immediately alongside the name. Select “Next” located at the bottom of the page.

To reserve your 15 minute time slot for each teacher, simply click on the green section nearest to your preferred time. This will then change from green to red and display the students’ name. You cannot select timeslots that are marked with “Unavailable”.

Once this has been saved, you can select “Email Schedule” or “Print Schedule”.