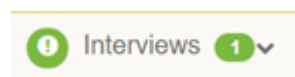
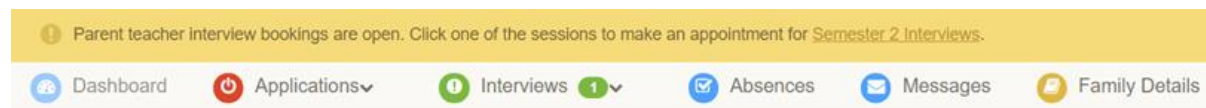


Parent Portal- Booking Interviews – 9th April 2019



Click on the **Interviews** icon.



Welcome - Select the student you'd like to view below

Welcome to Sentral Parent Portal

Each of your children that attend Sentral College will be shown below. Simply select which child you'd like to review by clicking on their photo. You can always toggle between each of your children by clicking on the student name located in the top right of your view.



Once you have clicked this link, you will be directed to the Parent Interviews summary screen explaining the process in summary
You will see your timer banner in the top bar of your screen to advise how long you have to finalise your bookings.

Listed you will see the following columns: **Subject, Class, Teacher** and **Appointments**. Continue over page

Rogan	12ZRO10	Miss Bosch	Select Timeslot
Business Studies 2 Unit	12BS1	Mrs Hugh	Select Timeslot
Chemistry 2 Unit	12CH2	Mrs Tildesley	Select Timeslot

Click on the **Select Timeslot** button to make a booking with the appropriate staff member.



Continues over page

Click on an **available time that suits you**. **Blue times are available**, grey times are unavailable.

Timeslots

26/12/2017 Tue

9:00am	9:15am	9:30am	9:45am	10:00am
10:15am	10:30am	10:45am	11:00am	11:15am
11:30am	11:45am	12:00pm	12:15pm	12:30pm
12:45pm	1:00pm	1:15pm	1:30pm	1:45pm
2:00pm	2:15pm	2:30pm	2:45pm	3:00pm
3:15pm	3:30pm	3:45pm	4:00pm	4:15pm
4:30pm	4:45pm			

Request interview with teacher

Once you have selected your **interview time slots** or **Not Attending**, click the **Confirm Appointments** button.

When you have confirmed the appointments, you will then have saved an **Interview Summary** for your reference.