

BALLARAT HIGH SCHOOL PARENT TEACHER INTERVIEWS INSTRUCTIONS



Welcome to the Ballarat High School parent teacher interviews. This semester interviews for year 7, 8, 9 electives 10, 11 and 12 will run for 8 minutes, Thursday 30th July 3-7pm and Friday 31st July 9am-12pm. While year 9 core teacher interviews will run for 13 minutes. Thursday 30th July 9am-7pm and Friday 31st July 9am-12pm

Step 1: Follow this link: <https://www.schoolinterviews.com.au>

Then go to “Make a Booking”

Step 2: Place the event code in. This code is:

Year 9 core teachers : m6xpf

Year 7, 8, (9 electives), 10, 11 and 12: cw7xs

To make a booking, please enter the event code:

Your school provides the event code, usually in a link in a newsletter or on their website. If you've already booked, the confirmation email we sent you also contains a link.

Step 3: Fill out your relevant information in the screen below.

BALLARAT HIGH SCHOOL PARENT TEACHER INTERVIEWS

Step 1: Enter your details.

EMAIL

PARENT'S FULL NAME

BOOK FOR
1 student

STUDENT 1

BALLARAT HIGH SCHOOL PARENT TEACHER INTERVIEWS

Step 1: Enter your details.

EMAIL
JohnParent@parent.com

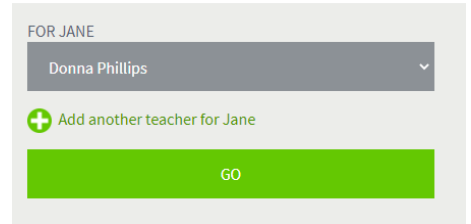
PARENT'S FULL NAME
Johnny Parent

BOOK FOR
1 student

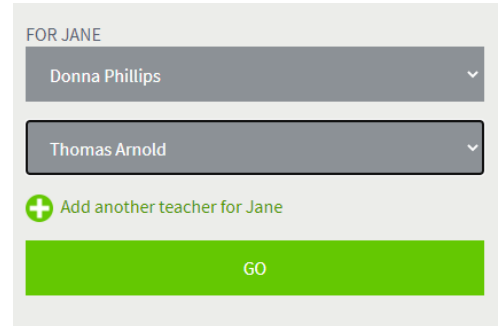
STUDENT 1
Fred Student

Step 4: Click “Go”

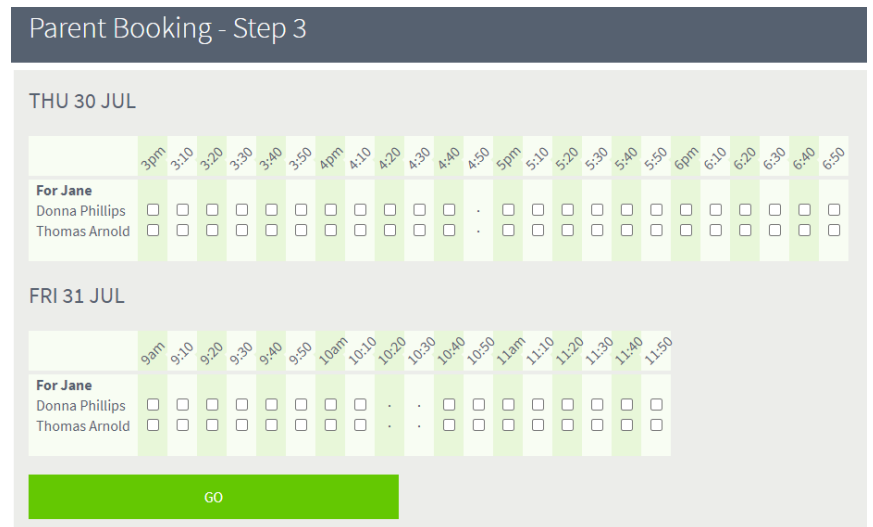
Step 5: Choose the teacher you wish to have an interview with.



Step 6: At this point you can use the “Add another teacher...” option in green to choose more teachers. When you’ve completed this process, click “Go”.



Step 7: The next screen shows the teacher availability.* Choose an available time for each teacher that suits your needs and click “Go”. If you cannot find one, or the teacher is fully booked, you may need to contact the teacher directly for alternative arrangements.



		3pm	3:10	3:20	3:30	3:40	3:50	4pm	4:10	4:20	4:30	4:40	4:50	5pm	5:10	5:20	5:30	5:40	5:50	6pm	6:10	6:20	6:30	6:40	6:50
For Jane																									
Donna Phillips		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Thomas Arnold		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

		9am	9:10	9:20	9:30	9:40	9:50	10am	10:10	10:20	10:30	10:40	10:50	11am	11:10	11:20	11:30	11:40	11:50
For Jane																			
Donna Phillips		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Thomas Arnold		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Step 8: On the final booking page, click on email bookings. The booking confirmation will be emailed to you. This email will include the link to the Meeting Room Weblink for each teacher.

