

Live God's Message

## PTS Interviews (Conferences)

Our PTS Interviews are now booked through Compass. In order to make bookings to see your child(ren)'s teachers you can use either the web portal or the app.



The web portal will give you an automatic notification in your news feed advising you to book your interviews and provide you with a link, however the app will not show this notification.

In the app you will need to tap on the 3 lines at the top left, and then choose Conferences.

You can also access the bookings by using the Community tab at the top of the web portal.







## Mater Dei Catholic College

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Your child(ren)'s teachers will then appear for your selected child. To switch between children, just tap/click on them. Below are screenshots from both the web portal and the app.

💄 Mrs Lily(GA) ARENA 🔅		2:03 1
🛃 Print Preview 😡 Information/Help	Sean (Sean(P)) Arena	Term 1 Parent Teacher Interviews
	Teachers	Booking for Sean
05:10 PM	Fiona Gregurke Year 5	Fiona GREGURKE Year 1 to 6 English > Interview Welcome
	Interview Welcome	Justin GRAHAM Year 1 to 6 Mathematics > Interview Welcome
	Justin Graham Year 1 to 6 Mathematics	Fiona GREGURKE Year 5
05:10	Interview Welcome	Interview Welcome

In order to make a booking, firstly tap on person you would like to make a booking with, all of the available time slots for that person will then be highlighted. Any time slots not available for this person will be greyed out in the web portal, or simply won't show if using the app.

nursday, March 7						Teachers	
3:30 03:50 PM PM	04:10 PM	04:30 PM		04:50 PM	05:10 PM	Fiona Gregurke Year 5	2
5:30 05:50 PM PM	06:10 PM					Interview Welcome	
ednesday. March 20						Justin Graham Year 1 to 6 Mathematics	1
3:30 03:50	04:10	04:30		04:50	05:10	Interview Welcome	
PM PM	PM	PM		PM	PM	Fiona Gregurke Year 1 to 6 English	2
						Interview Welcome	
		Confirm I	Booking	X			
		Reason:	n: Year 5				
		Staff Me	Member: Fiona Gregurke				
		Student	t: Sean (Sean(P)) Arena				
		Time:	Thursday, March 7 2019	04:10 PM			
		Time:	Thursday, March 7 2019	04:10 PM			

2:28 🕫		. 🛙 4G 🔲		2:31 🕫	
Back	Year 1 to 6 English			<b>く</b> Back	Year 1 to 6 English
				THURSDAY, MA	
IURSDAY, N	IARCH, 07			03:30 PM	
3:30 PM			Tap on the time slot you wish to book.	03:50 PM	
3:50 PM			you will then be asked to confirm your	04:10 PM	
4:10 PM			booking.	04:20 DM	
)4:30 PM				Peason	Year 1 to 6 English
4:50 PM				Student:	Sean ARENA
5.40 514				Time:	Thu 07/03 04:30 PM
5:10 PM				Staff Mem	ber: Fiona GREGURKE
)5:30 PM					Confirm Booking
)5:50 PM				WEDNESDAY, N	1ARCH, 20
				03:30 PM	



Once you have booked with one person, they will turn green, as will the time slot you booked with them.

Thursday, March	h 7								Teachers	
03:30 PM	0:	3:50 PM	04:10 PM	04:30 Fiona Gregurke PM Teacher for Year 1 to 6 English	04:50 PM		05:10 PM		Fiona Gregurke Year 5	2
05:30 PM	0	5:50 PM	06:10 PM						Interview Welcome	
Wednesday, Ma	arch 20								Justin Graham Year 1 to 6 Mathematic	2
03:30	0:	3:50	04:10	04:30	04:50		05:10		Interview Welcome	
PM		PM	PM	PM	PM		PM		Fiona Gregurke Year 1 to 6 English	1
									Thu 07/03 04:30 PM	
	2.25 4					2:37 🕫		•••1 4	1G 💋	
	2.357		. 46 .			<b>/</b> Back Ye	ar 1 to 6 Mathematic	~s		
<	<b>〈</b> Term	1 Parent Teacher	Interviews			C BOOK TO				
						THURSDAY, MAR	CH. 07			
	🙎 в	Booking for <b>Sean</b>								
		5				03:30 PM				
_	Justin GR	анам				03:50 PM				
	Year 1 to 6 M	<i>l</i> athematics	>							
	Interview W	/elcome				04:10 PM				
	Fiona GRE	GURKE				04:30 PM				
	Year 5		>			Fiona GREGURKE	for Year 1 to 6 English			
	Interview w	elcome				05:10 DM				
	Fiona GRE	GURKE				03-10 PM				
	Year 1 to 6 E Thu 07/03 (	nglish 04:30 PM	>			05:30 PM				
						05-50 014				
						05:50 PM				
						06:10 PM				

You can then continue to keep booking times to see other teachers, and use the green time slots to know what other times you have booked.

If a teacher is greyed out, this means all their available time slots have already been booked.



## PTS Interview Locations

In order to see where the staff are located for your PTS interviews, you must use the web portal. Once logged into the web portal, head into the Conferences (where you booked them, shown above).

Once there, you can either click on the timeslot you have booked or the teachers on the right. If you would like to see a list of all your bookings on one page, with their times and locations, click Print Preview.

		Print Preview  Information/Help	Sean (Sean(P)) Arena	
	_		Teachers	
04:30 <b>Fiona Gregurke</b> PM Teacher for Year 1 to 6 English	04:50 PM	Thursday 07/03 05:10 PM	Fiona Gregurke	
		Justin Graham Location: 898	Interview Welcome	
		For Sean (Sean(P)) Arena [Delete this booking]	Fiona Gregurke Year 1 to 6 English	
04:20	04.50	[Manage interpreter options]	Thu 07/03 04:30 PM	
PM	PM	Click on a person at the right of screen to book with them.	Justin Graham Year 1 to 6 Mathematics	
		[Back]	Thu 07/03 05:10 PM	

## Bookings for Term 1 Parent Teacher Interviews

🗃 Print Bookings			
Booking Time 🔺	Teacher Photo	Student and Parent Information	Interview Information
Thursday 07/03 04:30 PM		Student: Sean (Sean(P)) Arena Parents: Mrs Lily(GA) ARENA, Mr Joe(GB) ARENA	Teacher: Fiona Gregurke Teacher for Year 1 to 6 English Location: Room 473
Thursday 07/03 05:30 PM	T	Student: Sean (Sean(P)) Arena Parents: Mrs Lily(GA) ARENA, Mr Joe(GB) ARENA	Teacher: Justin Graham Teacher for Year 1 to 6 Mathematics Location: 898