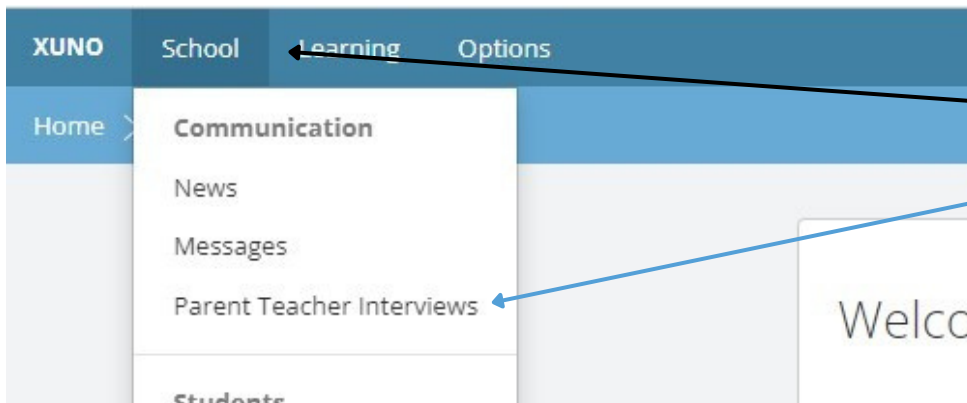
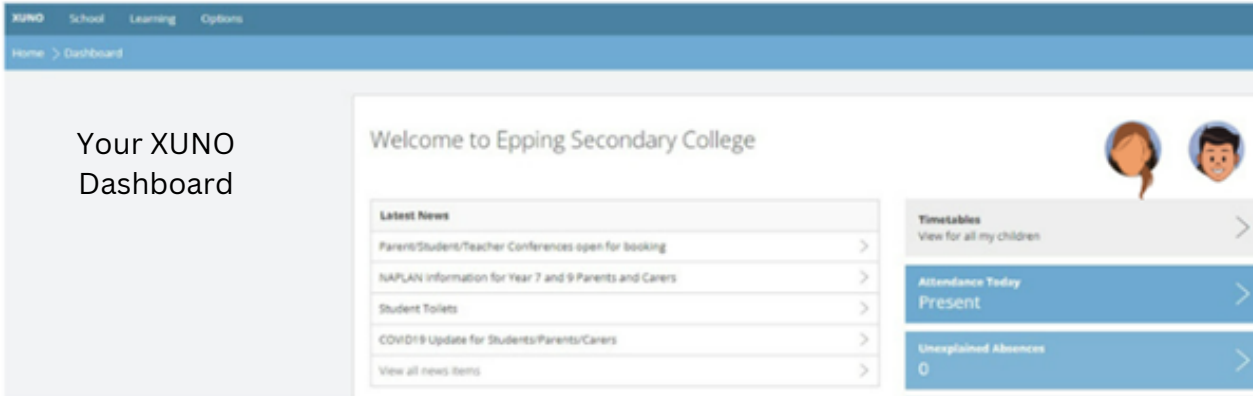




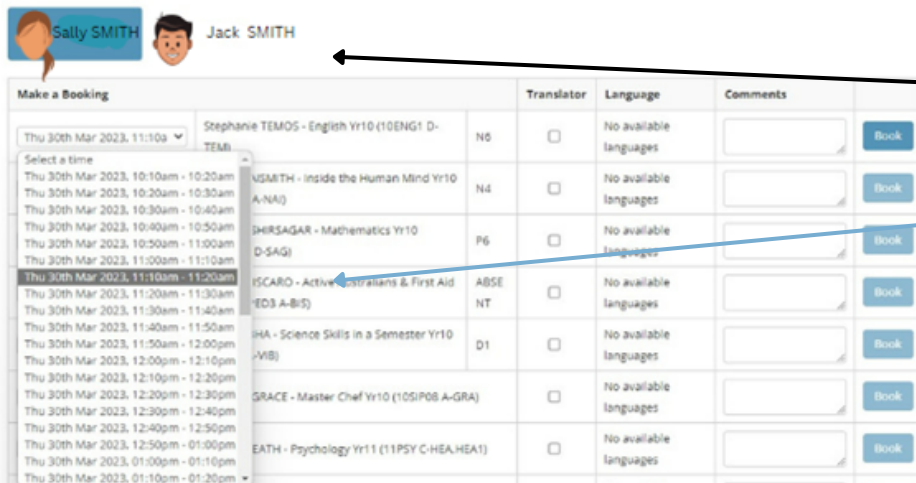
How to book Parent/Student/Teacher Conferences on a Laptop/Computer

1 - Log into your Parent Portal in XUNO



Click on School then
Parent Teacher Interviews

It seems you haven't made any bookings yet. Choose your child below and make some bookings.



To make a booking, first select a specific child by clicking on the button labelled with your child's name.

A list of available teachers and classes will appear below.

Choose a teacher/class and a time from the corresponding drop-down list. then click book

Huzzah! You've made your first booking, give yourself a pat on the back.

Confirmed Bookings				Translator	Language	Comments	
Thu 30 Mar 2023, 11:10am - 11:20am	Sally SMITH	Stephanie TEMOS - English Yr10 (10ENG1 D-TEM)	N6	No			✕
							Done

Your booking has now moved to the 'Confirmed Bookings' table at the top of the page.

If you have multiple children, that you need to book for, you will need to go back and click on their face and repeat the booking process.

Alternatively, you can use the Book All Remaining option to book all available remaining classes for your selected child in one go.

Once you have selected a start time, XUNO will automatically work out the best possible time slots and book the teachers for you.

If you have more than one child, you will need to do this for each child individually.
Student Coordinators are not booked automatically.

Click print icon on the top header bar to print your confirmed bookings.
The print icon is not available on mobile and devices using small screens.