

## High School Parent/Teacher Conferences

### High School Parent SignUp Genius Instructions

Step 1: Located your school's SignUp Genius document on your school's website. Find and select the teacher's SignUp Genius link in the document. NOTE: If you need to sign up to meet with more than one teacher you will have to complete this process for each teacher conference.

Time	Available Slot
7:00AM - 7:15AM EDT	Conferences <input checked="" type="checkbox"/> Sign Up
7:15AM - 7:30AM EDT	Conferences <input type="checkbox"/> Sign Up
7:30AM - 7:45AM EDT	Conferences <input type="checkbox"/> Sign Up
7:45AM - 8:00AM EDT	Conferences <input type="checkbox"/> Sign Up

**Submit and Sign Up**

Step 2: Select a time for your conference and click "Submit and Sign Up".

Step 2: Please type your student's name in the "Student Name" section and enter in a phone number.

Click "Sign Up Now" to complete.

You will receive an email confirming your conference from SignUp Genius for the first conference only. Please login to SignUp Genius to see the rest of your scheduled conferences.

### Parent Conference

Sign Me Up For:

Date (mm/dd/yyyy - EDT)	Available Slot	Qty	Student Name *
10/19/2017 (THU) 7:15 am-7:15am	Parent Conference	1	<input type="text"/>

\* Student Name is required.

You are logged in as: Becky Dellinger ([This isn't me](#))

Display an alternate name (like a child or spouse's name) on the sign up page.

Send me a confirmation email with an iCalendar (.ics) file.

**Additional Info:**  
Becky Dellinger has asked that you also provide the info below. Your answers will not be displayed publicly.

Phone \*  Phone Type

Save my phone number for use on future sign ups

**SIGN UP NOW!** **CANCEL**