

# How to book your Parent/Teacher interviews

**NOTE:** Information entered into this booking system is outside of the school's network and therefore under the privacy information policy of the website sobs.com.au – their policy states that they will not disclose this information to any other party, and nor will the information be used for any other purpose than managing these interviews.

1. To log in, click on this link: <http://www.sobs.com.au/pt/parent>
2. Type in your **email address**

Parent/Teacher Interview Booking System Daisy Hill College

Interview Bookings

Parent registration

Email:

For example: john.smith@gmail.com  
This email will be your login identifier each time you revisit this site

Next Cancel

3. Enter your **name** and **contact details**

Parent/Teacher Interview Booking System Daisy Hill College

Interview Bookings

Parent registration

Name:

Enter your first name and surname, for example: John Smith

Contact:

Enter a contact phone number

Next Cancel

4. Enter your **child's full name** and select **year level** from the drop down menu

Parent/Teacher Interview Booking System Daisy Hill College

Interview Bookings

Parent: john.smith@gmail.com  
John Smith  
5555 1234

Student registration

Child's name:

Enter your child's full name

Child's year level:

Select the child's current year level

Next Cancel

5. Click on the '**Book Interviews**' box to book your interviews

Parent/Teacher Interview Booking System Daisy Hill College

Interview Bookings

Parent: john.smith@gmail.com  
John Smith  
5555 1234

Name	Year level	Interview dates
John Smith	Yr7	Term 1 parent/teacher interviews

Select Yr9 Teachers for Interviews

AROBLO, Michael <input type="checkbox"/>	GEOGRAPHY, George <input type="checkbox"/>	MUSIC, Mozart <input type="checkbox"/>	SCIENCE, Steve <input type="checkbox"/>
BROWN, Barry <input type="checkbox"/>	PEECBE, Peter <input type="checkbox"/>	SCIENCE, Sally <input type="checkbox"/>	
ENGLISH, John <input type="checkbox"/>	GRAPHIC, Gary <input type="checkbox"/>	LANGUAGES, Laura <input type="checkbox"/>	

Next Cancel

6. Select all teachers you require interviews with by ticking the box



7. Scroll and select available slots with each staff member. The green slots are available. Gray slots are unavailable. As you click slots they will turn pink and your child's name will appear in the slot. You will only be able to book once with each teacher, and only once in each time slot. Ideally you want to select interview slots that are chronological so that you can move from one interview to the next without having to wait around. Once you have selected your interview slots click the 'Save' button.

8. Once selected you have the option of **emailing** or **printing** your interview booking times. If you select the email option the schedule is sent to the email address you initially entered