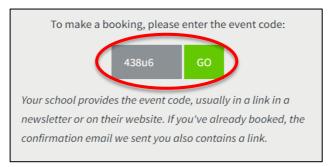
NSW School of Languages Parent-Teacher Phone or Online Interviews 2024

How to book a phone or online interview with your child's teacher

1. Go to this website: <u>http://www.schoolinterviews.com.au/</u> and click on the **MAKE A BOOKING** button.



- 2. Enter the following event code in the grey event box: **438u6**
- 3. Click on the green 'Go' button.





Alternatively, you may wish to make your booking on your phone using the following QR code:

- 4. Type in your details: your email address; your full name; your contact number and your child's name.
- 5. Click on the green 'Go' button.



- 6. Choose the **language** your child studies and the name of your child's **teacher** from the drop-down menu. If your child studies more than one language at NSW School of Languages, click on the plus sign to add the second language and teacher.
- 7. Click on the green 'Go' button.

NSW SCHOOL OF LANGUAGES YEAR 12 PARENT/CARER INTERVIEWS 2024
Step 2: Choose up to 3 teachers.
 Choose the subject in the upper box, then the teacher you want in the lower box.
If your child's teacher is not listed in this system, then that teacher is unavailable for interview bookings on 15 May 2024, and you will need to contact that teacher directly to arrange for a phone or online interview on another date.
Telephone NSW School of Languages if you have any other enquiries: (02) 9381 4800.
FOR HARRY Choose subject ~ Choose teacher ~
Add another teacher for Harry
GO

- 8. Choose **ONE** available timeslot for that teacher and check that box.
- 9. Click on the green 'Go' button.

NSW SCHOOL OF LANGUAGES YEAR 12 PARENT/CARER INTERVIEWS 2024

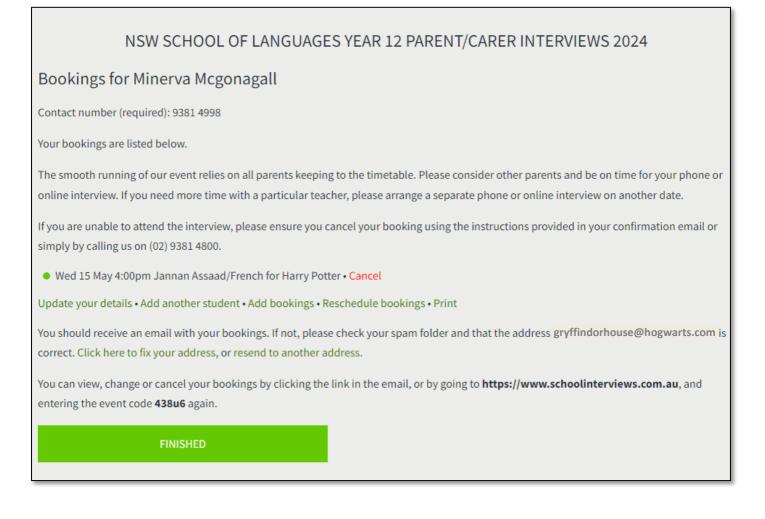
Step 3: Choose the time(s) you want.

The Parent Teacher interviews will take place over the phone or on an online web conferencing platform. If you are unable to participate in a phone or online interview on the 15 May 2024 or there is no suitable timeslot available for you, please contact your student's teacher directly to arrange a phone or online interview on another date.

Telephone NSW School of Languages if you have any other enquiries: (02) 9381 4800.



10. You will now see a booking confirmation screen. Press the green **Finished** button. Check your email account for a confirmation email containing the details of your booking.



11. Parents/carers will receive an email from the teacher with the contact phone number or online interview link.

If you need to change or cancel your booking, please follow the instructions provided in the confirmation email. If you are unable to do this via the online system, please phone us on (02) 9381 4800 and we will cancel it for you.

Please note: Bookings close on the 13 May 2024.