1. Go to Click the REGISTER tab to register for an account.



2. Register for an account by inputting your Name, phone number, email, and choosing a User ID and Password that you will remember. Record your User id and password in a safe place.

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3. Once registered, Click "Add a Student" to add your son/daughter's names student(s).

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4. Add your son/daughter's name and click insert

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6. To add additional students, click insert new.

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7. To book appointments for the student, click on the calendar icon next to the student's <u>name</u>.

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8. You will be promted to select the teachers you wish to book an appointment with using the CTRL key to select multiple teachers at one time.

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	Languages Cara Babson - French		
	Science Allison Bracken - Science		
Self and selfer and	English Nancy Browne - English Man - English		
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9. Select the teachers you wish to book an appointment with and click view calendar.

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10. Select the times you wish to book and click book appointments.

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11. Your appointments are now booked!



12. You can print or log out.