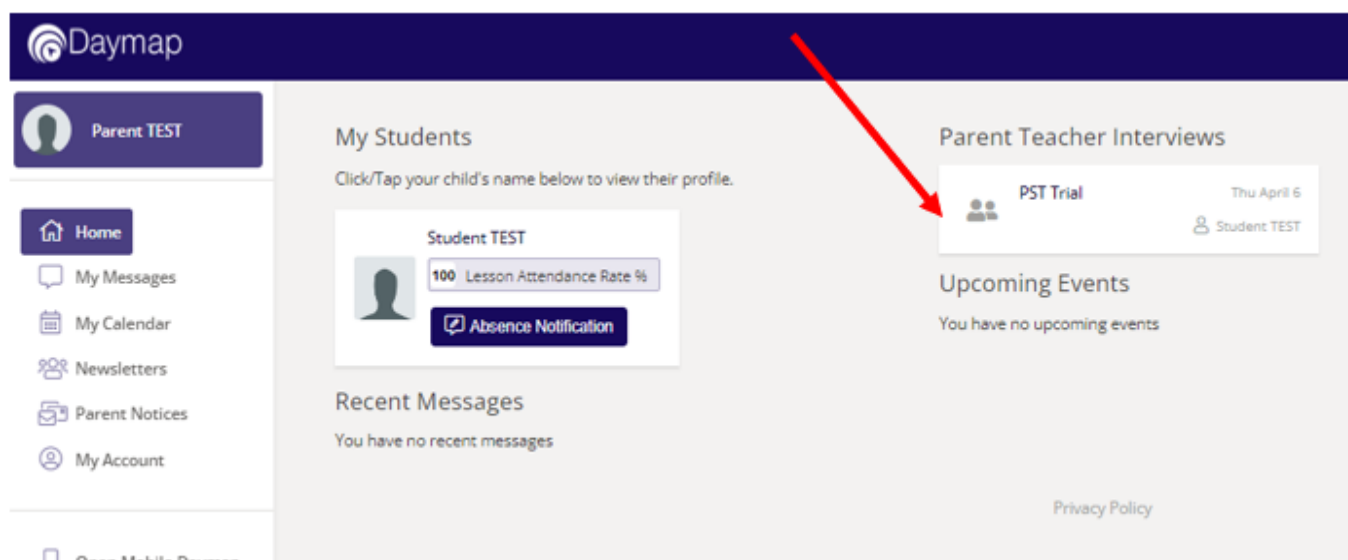




Preparing for Parent Student Teacher Conversations

Part 1. Making Parent Student Teacher Conversation Bookings in Daymap

1. Please ensure you have logged in to Daymap – instructions can be found here: <https://www.brightonss.sa.edu.au/daymap-parent-student-portal/>
2. Once you have logged in, an interview event will appear for each student on the Home tab of the Daymap Connect Parent Portal. Click on the interview event to enter interview bookings for teachers.



3. Select any of the **green-coloured boxes** (available times) to book an interview with the teacher named at the top of the column.

For Student TEST on Thursday, 6 April 2023

Shane Cunningham TEST SUBJECTA OTESTA OL	
14:40 PM, Thu 6 Apr	Available
14:50 PM	Available
15:00 PM	Available
15:10 PM	Available
15:20 PM	Available
15:30 PM	Available



- Once a time is selected, finalise by clicking on 'Book'

Interview

Shane Cunningham

Thu 6 Apr, 3:20 PM to 3:30 PM

Student: Student TEST

Parent: Parent TEST

Method: Online

Book

Note: Booked time slots will appear in blue boxes.

PST Trial

For Student TEST on Thursday, 6 April 2023

Agenda Print

	Shane Cunningham TEST SUBJECTA OTESTA OL
14:40 PM, Thu 6 Apr	Available
14:50 PM	Available
15:00 PM	Available
15:10 PM	Available
15:20 PM	Parent TEST Student TEST
15:30 PM	Available
15:40 PM	Available

- Select 'Agenda' to view a summary of all bookings, and select 'Print' if you wish to print it out

PST Trial

For Student TEST on Monday, 10 April 2023

Booking Print

Thursday, 6 April 2023

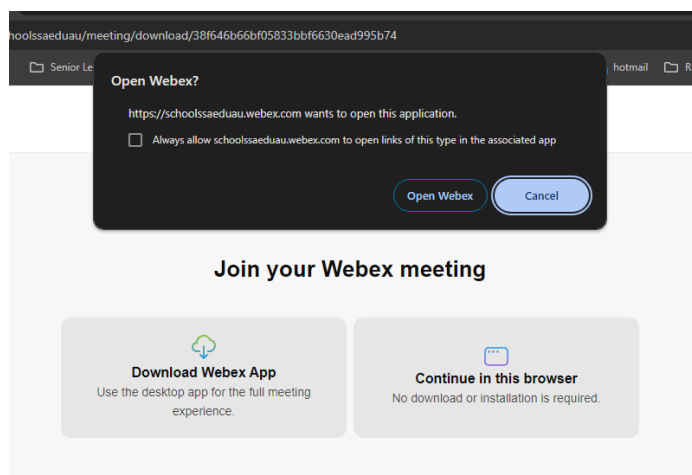
3:20 PM	Shane Cunningham Thu 6 Apr, 3:20 PM to 3:30 PM TEST SUBJECTA OTESTA OL Parent TEST
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Preparing for Parent Student Teacher Conversations

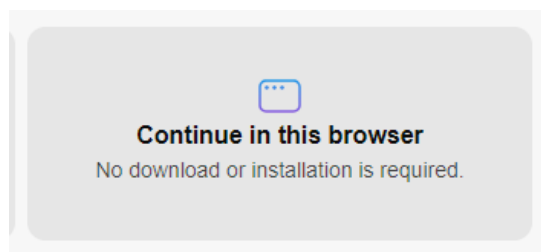
Part 2. Preparing for your online meeting – Wednesday August 28, 2024

1. Just prior to your first meeting click on the name of the staff member you will be meeting with (staff list provided on the website and at the end of this document).

This will take you to the Webex webpage



2. If you already have Webex downloaded, select the 'open Webex' tab.
If you prefer to use the web browser version, click cancel and then select 'Continue in this browser'



2. Click on 'Join as a guest', type in details and select 'next'
3. Select 'Join meeting' at the bottom and wait to be let in by the teacher