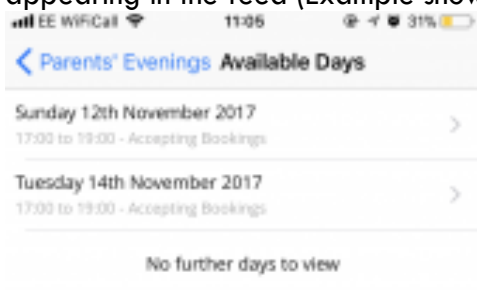


## How do I book my parents' evening appointment through the mobile app?

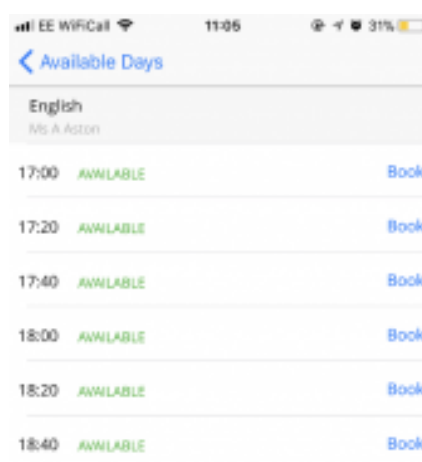
### iOS and Android App

If you have received an invitation to book parents' evening, it will appear as a notification in your menu. You will need to click on 'Parents' Evenings' and you will see the evening appearing in the feed (Example shown below)



Once you have opened the invitation, you will be presented with the parents' evening booking form.

To book an appointment, please click onto 'Book Now' and you will be displayed with a list of time slots that are available:



Click onto 'Book' on the time slot you would like to attend and it will show the time slot as your current booking:

If you try and click onto a different time slot, you will get the message 'The student is already booked with this teacher'.

Instead, you will need to click 'Cancel' and then you can book another time slot.

If you click onto 'Info', you will be displayed with information about the Parents Evening. This includes 'Location', 'Phone Number', 'Actions to Request Alternative Appointments' and 'Email My Appointments'.