



Skyward

Parent/Teacher Conference

Scheduler Instructions



Discovery Families,

We are excited to let you know that we are now using Skyward Family Access to schedule appointments for our February Parent/Teacher Conferences.

Please see the following pages for instructions on how to access this sign-up and reserve your appointment!



Parent Teacher Conferences
February 20 - 22, 2019

*Sign up today
on Skyward
Family Access!*

Wednesday 2/20
12 pm - 8 pm
teacher break 5 - 5:40

Thursday 2/21
10 am - 6 pm
teacher break 1 - 1:40

Friday 2/22
7:30 am - 3:30 pm
teacher break 11 - 11:40

Two pieces of white chalk are shown at the bottom left of the chalkboard.

Skyward Family Access Conference Sign-Up Instructions

To Schedule An Appointment:

1. Use a computer, not a smartphone. You cannot access the Conference Scheduler via the mobile app.
2. Use your parent login to log in to [Skyward Family Access](#).
3. If you have more than one child in the district, select a child's name from the '**All Students**' drop down at the top.
4. Click the '**Conferences**' link on the left side of the screen.
5. Click the link titled '**All Conferences**'.
6. Click on '**Select a Time**'.
7. Find a date and time that works for you and click on the '**Select**' link to the right (If the 'Select' button doesn't work, try a different web browser like Google Chrome).
8. Click '**Save**' to confirm that date and time -- Your conference is now scheduled!

Repeat steps 3-8 to schedule appointments for additional students.

To Change/Cancel An Appointment:

1. Use a computer, not a smartphone.
2. Use your parent login to log in to [Skyward Family Access](#).
3. If you have more than one child, select a child's name from the 'All Students' drop down at the top
4. Click the 'Conferences' link on the left of the screen
5. Find the conference you want to unschedule and click '(Unschedule)'

Click on Conference button – choose student – click on All Conferences – click on Select a Time – Select Time - SAVE

SKYWARD Family Access
All Students

- Home
- For "NEW" Students to Goddard
- Online Forms
- Calendar
- Gradebook
- Attendance
- Student Info
- Busing
- Schedule
- Discipline
- Test Scores
- Fee Management
- Graduation Requirements
- Conferences**

Conferences

Scheduled Conferences Report

[Print All Scheduled Conferences for Guardian](#)

[Redacted] Challenger Intermediate School) [View Scheduled Times](#) | [All Conferences](#)

No conferences are scheduled for this student.

[Redacted] Challenger Intermediate School) [View Scheduled Times](#) | [All Conferences](#)

Teacher Conferences	Status	Class	Building/Room
Period 0 12:00 AM - 12:00 AM	Not Yet Scheduled (Select a Time)	Homeroom 6 J Condray	210 / 16

Schedule a Conference Time with J Condray

Conference Time Slots	Status	Building/Room	
Wed Oct 17, 2018 12:00 pm - 12:20 pm	Open	210	Select
Wed Oct 17, 2018 12:20 pm - 12:40 pm	Open	210	Select
Wed Oct 17, 2018 12:40 pm - 1:00 pm	Closed	210	
Wed Oct 17, 2018 1:00 pm - 1:20 pm	Open	210	Select
Wed Oct 17, 2018 1:20 pm - 1:40 pm	Open	210	Select
Wed Oct 17, 2018 1:40 pm - 2:00 pm	Open	210	Select
Wed Oct 17, 2018 2:00 pm - 2:20 pm	Open	210	Select
Wed Oct 17, 2018 2:20 pm - 2:40 pm	Open	210	Select

Select Time Slot

Teacher: **Joel Condray**
 Date: **Wed Oct 17, 2018**
 Time: **12:00 PM - 12:20 PM**

Student: [Redacted]
 Course: **00131/CON - Homeroom 6**
 Building: **210 - 210**
 Room:

A confirmation e-mail will be sent to [Redacted]@cox.net

[Save](#) [Back](#)

[Redacted] Challenger Intermediate School) [View Scheduled Times](#) | [All Conferences](#)

Teacher Conferences	Status	Class	Building/Room
Period 0 12:00 AM - 12:00 AM	Scheduled Wed Oct 17, 2018 from 12:00 PM - 12:20 PM	Homeroom 6 J Condray	210 / 16