

SchoolSoft Conference Manager Instructions

Click this Link

<https://ps.fraser.misd.net/public/home.html>

Enter your email address

Enter your password

PowerSchool SIS

Student and Parent Sign In

Sign In Create Account

Username your email address

Password

Forgot Username or Password?

Sign In

By entering your username and password and accessing the Fraser Public Schools PowerSchool Parent Portal you agree as a parent/guardian that you understand the agreement and understand access is designed for the support of your child's education. Parent Portal Agreement

If you do not have an account, click 'Create Account' and enter your information.

NOTE: Obtain your student's access id from the Main Office.

Click this icon in upper right



Click on SchoolSoft Conference Manager

Applications	Description
District Report Card	District Report Card
Forms	Your available forms.
SchoolPay	SchoolPay, safe and easy school payments
SchoolSoft Conference Manager	SchoolSoft Conference Manager
SchoolSoft Conference Manager	SchoolSoft Conference Manager

Click Richards Middle School

Select a School

To book a conference, please select a school from the list below.

If you wish to edit your profile information, click on the school name.

Select a school from the list below:

Richards Middle School

SchoolSoft Conference Manager Instructions

Select desired conference schedule

Welcome

Available conference sessions -- Select a session --

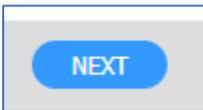
Conference Manager will: CLOSING
When the system closes you will still login to view, print or cancel any of your bookings.

- Select a session --
- Thursday October 13 - Virtual Session 1 (1:00 - 1:55pm)
- Thursday October 13 - Face to Face Session 1 (2:05 - 4:00pm)
- Thursday October 13 - Face to Face Session 2 (5:00 - 7:00pm)
- Thursday October 13 - Virtual Session 2 (7:10 - 8:00pm)

Select the teachers you want to meet with then click the NEXT button

Choose the teacher(s) you would like to meet with

SELECT	NAME	TEACHING ASSIGNMENT
<input type="checkbox"/>	Andrew Brodi	Teacher
<input type="checkbox"/>	Jacquelyn Carter	Teacher
<input type="checkbox"/>	Jessica Carter	Teacher
<input type="checkbox"/>	Miriam Catenacci	Teacher



Select the time you want to book with the teacher

Select a Time

Thursday October 13 - Face to Face Session 1 (2:05 - 4:00pm)

Conferences are 5 minutes long with 2 minutes in between.

Choose an available time slot:

A. Brodi Teacher Room 134	J. Carter Teacher Room 123	J. Carter Teacher Room 133	M. Catenacci Teacher Room 222	C. Caverly Teacher Room 120	N. Crane Teacher Room 153
2:05	2:05	2:05	2:05	2:05	2:05
2:12	2:12	2:12	2:12	2:12	2:12
2:19	2:19	2:19	2:19	2:19	2:19
2:26	2:26	2:26	2:26	2:26	2:26
2:33	2:33	2:33	2:33	2:33	2:33
2:40	2:40	2:40	2:40	2:40	2:40

After you select a time, enter your phone number and any comments you may have for that teacher and click Submit. Then select a time for the next teacher and repeat until finished booking.

NOTE: It is recommended to leave a gap between booking times to give yourself time to travel to the next appointment.

Your bookings will be displayed in the window on the right:

Print

CURRENTLY BOOKED CONFERENCES