

Parent Teacher Bookings Instructions.

Use the link below to log into the Student & Parent Portal.

<https://glendaleths.sentral.com.au/portal2/#!/login>

On the Portal Dashboard click on the **Interview** sessions tab (see red circle below)



Welcome - Select the student you'd like to view below

Welcome to the Glendale Technology High School Parent Portal.

Each of your children that attend Glendale Technology High School will be shown below. Simply select which child you'd like to review by clicking on their photo. You can always toggle between each of your children by clicking on the student name located in the top right of your view.

Student/Family Access Key

Family/Student access key:

IF YOU HAVE RECEIVED A FAMILY/STUDENT ACCESS KEY FROM YOUR SCHOOL YOU CAN ENTER IT HERE.

Click on the **Session name link** (for example Year 8, 9 and 10 interviews).

Once you have clicked this link, you will be directed to the Parent Interviews summary screen explaining the process in summary.

Scrolling down past the explanation will be a list all of the Students you have linked to your **Parent Portal account**.

Listed you will see the following columns: **Subject, Class, Teacher and Appointments**.

Click on the **Select Timeslot** button (see red circle below) to make a booking with the appropriate staff member.

Subject	Class	Teacher	Appointment Time
Visual Arts Yr11	11ART1	Mrs Courtney Thornton	<input type="button" value="Select Timeslot"/>
Construction (VET) Yr11	11CON1	Mr Daniel Wilson	<input type="button" value="Select Timeslot"/>
English Studies Yr11	11EST1	Mr Travis Megale	<input type="button" value="Select Timeslot"/>
Industrial Technology - Timber Yr11	11ITT1	Mr Timothy Barry	<input type="button" value="Select Timeslot"/>
Sports, Leisure & Recreation Yr11	11SLR1	Mr Craig Duncan	<input type="button" value="Select Timeslot"/>
Work & Vocations (VET) Yr11	11WKV1	Mrs Renee Ridgeway	<input type="button" value="Select Timeslot"/>

Timeslots

02/05/2017 Tue

3:30pm	3:40pm	3:50pm	4:00pm	4:10pm
4:20pm	4:30pm	4:40pm	4:50pm	5:00pm
5:10pm	5:20pm	5:30pm	5:40pm	5:50pm
6:00pm	6:10pm	6:20pm		

Appointment Time

The Glendale Technology High School Student and Parent Portal is powered by Sentral

Click on an **available time that suits you**. **Blue times are available**, grey times are unavailable. If no times are available, you can click on the request an interview with teacher and the teacher will attempt to contact you in the near future.

Once you have selected your **interview time slots**, click the **Confirm Appointments** button.

When you have confirmed the appointments, you will then have saved an **Interview Summary** for your reference.