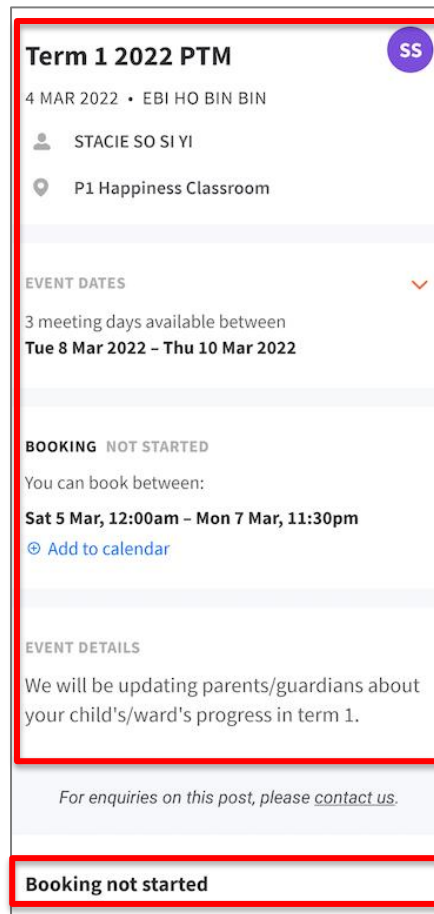
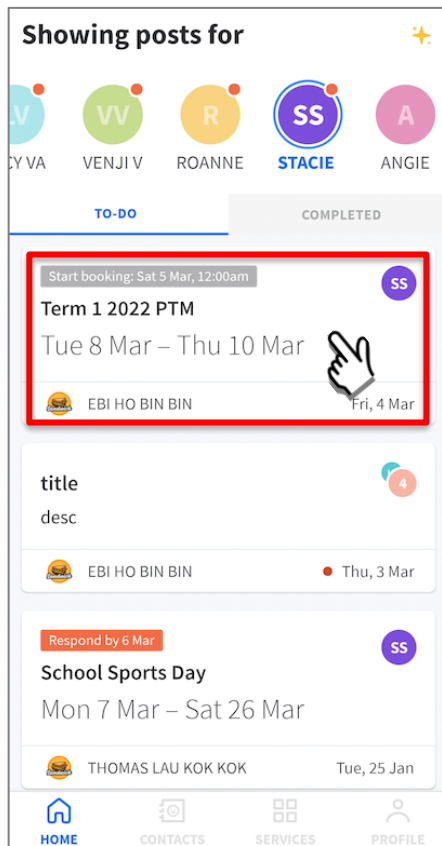


# Meetings on Parents Gateway (Booking not started)

# Meetings on Parents Gateway (Booking not started)

When there is a meeting scheduled for your child/ward, it will appear in your "TO-DO" tab

To find out more about the meeting, tap on the message



Here, you will find details of the meeting including who you are meeting, the location of the meeting, event dates, booking period and event details

# Meetings on Parents Gateway (Booking not started)

To view the exact dates and times of the meeting, click the down-arrow to expand

**Term 1 2022 PTM**

4 MAR 2022 • EBI HO BIN BIN

STACIE SO SI YI

P1 Happiness Classroom

SS

**EVENT DATES** ▼

3 meeting days available between  
**Tue 8 Mar 2022 – Thu 10 Mar 2022**

**BOOKING NOT STARTED**

You can book between:

**Sat 5 Mar, 12:00am – Mon 7 Mar, 11:30pm**

[Add to calendar](#)

**EVENT DETAILS**

We will be updating parents/guardians about your child's/ward's progress in term 1.

*For enquiries on this post, please [contact us](#).*

Booking not started



**Term 1 2022 PTM**

4 MAR 2022 • EBI HO BIN BIN

STACIE SO SI YI

P1 Happiness Classroom

SS

**EVENT DATES** ▲

3 meeting days available between  
**Tue 8 Mar 2022 – Thu 10 Mar 2022**

Tue 8 Mar 2022  
1:00pm – 5:00pm

Wed 9 Mar 2022  
1:00pm – 5:00pm

Thu 10 Mar 2022  
1:00pm – 5:00pm

**BOOKING NOT STARTED**

You can book between:

**Sat 5 Mar, 12:00am – Mon 7 Mar, 11:30pm**

[Add to calendar](#)

If it is not within the booking period, there is no option to book a time slot for the meeting

You may wish to click on “[Add to calendar](#)” to save the booking period in your calendar

# Meetings on Parents Gateway (Booking started)

# Meetings on Parents Gateway (Booking started)

**Term 1 2022 PTM** SS

4 MAR 2022 • EBI HO BIN BIN

STACIE SO SI YI

P1 Happiness Classroom

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**EVENT DATES**

3 meeting days available between  
**Tue 8 Mar 2022 – Thu 10 Mar 2022**

---

**BOOKING OPEN**

You can book between:

**Sat 5 Mar, 12:00am – Mon 7 Mar, 11:30pm**

[Add to calendar](#)

---

**EVENT DETAILS**

We will have details on events/updates about

[Select time slot](#)



**Term 1 2022 PTM**

STACIE SO SI YI

Choose a meeting date

[Available](#) • [Fully Booked](#)

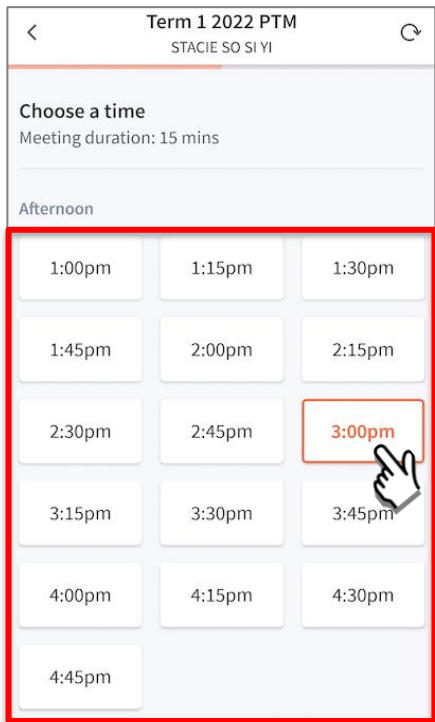
March 2022

MON	TUE	WED	THU	FRI	SAT	SUN
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

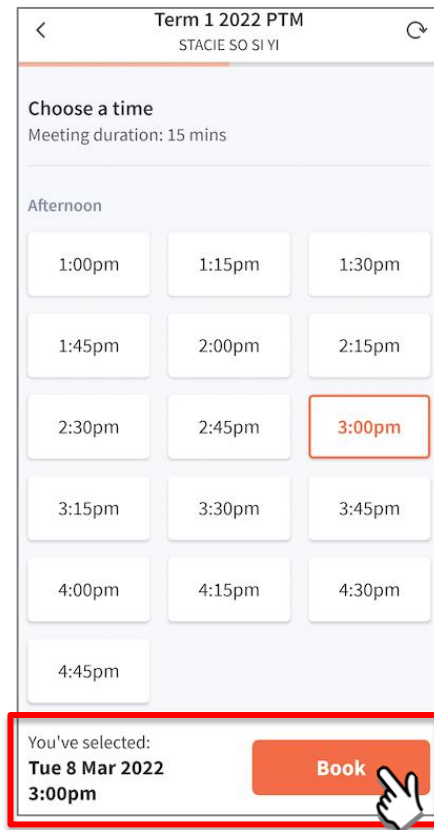
Select **date** from the calendar view to view the timeslots

Click on **Select time slot** to select date (if more than one date is available), and time for meeting

# Meetings on Parents Gateway (Booking started)



Select a **time slot** from the available time slots




If the date and time are correct, click on **Book** to proceed with booking


# Meetings on Parents Gateway (Booking started)

Meeting has been confirmed. You may wish to click on [Add to calendar](#) to save the meeting date and time in your calendar

Term 1 2022 PTM  
STACIE SO SI YI



**Meeting confirmed**  
You may edit your responses on Parents Gateway before booking closes.

 **Tue 8 Mar 2022, 3:00pm - 3:15pm**  
[Add to calendar](#)

Any comments? (Optional)

Let the teacher know what you would like to discuss or any concerns you may have

1500 characters left

**Done**


click on the **textbox** to leave a comment for the teacher


# Meetings on Parents Gateway (Change Booking)




# Meetings on Parents Gateway (Change Booking)

4 MAR 2022 • EBI HO BIN BIN


 STACIE SO SI YI

 P1 Happiness Classroom

**YOUR APPOINTMENT DETAILS**

 **Tue 8 Mar 2022, 3:00pm – 3:15pm**  
[Add to calendar](#)


*No comments*  
[Add comments](#)

**EVENT DATES** 

3 meeting days available between  
**Tue 8 Mar 2022 – Thu 10 Mar 2022**

**BOOKING OPEN**

You can book between:

[Change](#) 

You may change the date and time of your meeting if it is still within the booking period by clicking on **Change**

# Meetings on Parents Gateway (Change Booking)

Term 1 2022 PTM  
STACIE SO SI YI

Choose a time  
Meeting duration: 15 mins

Afternoon

1:00pm	1:15pm	1:30pm
1:45pm	2:00pm	2:15pm
2:30pm	2:45pm	Booked 3:00pm
3:15pm	3:30pm	3:45pm
4:00pm	4:15pm	4:30pm
4:45pm		

The original booking slot is greyed out.

Select a **time slot** from the rest of the available time slots



Term 1 2022 PTM  
STACIE SO SI YI

Choose a time  
Meeting duration: 15 mins

Afternoon

1:00pm	1:15pm	1:30pm
1:45pm	2:00pm	2:15pm
2:30pm	2:45pm	Booked 3:00pm
3:15pm	3:30pm	3:45pm
4:00pm	4:15pm	4:30pm
4:45pm		

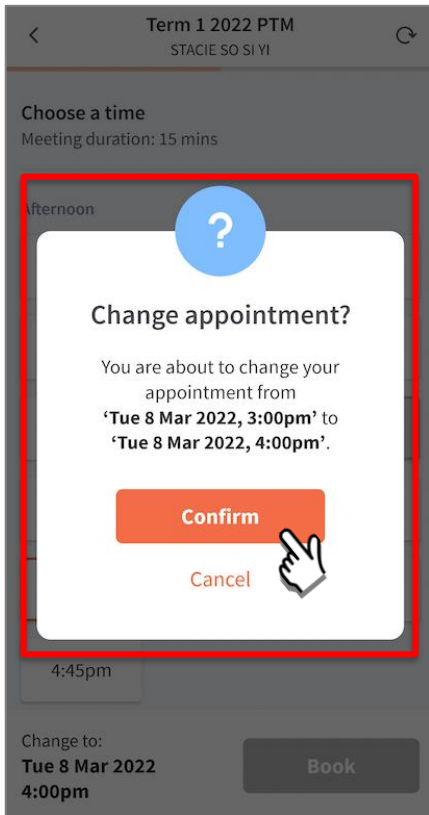
Change to:  
**Tue 8 Mar 2022**  
**4:00pm**

**Book**

If the date and time are correct, click on **Book** to proceed with booking change

# Meetings on Parents Gateway (Change Booking)

Click on **Confirm** to change appointment



Term 1 2022 PTM  
STACIE SO SI YI

Choose a time  
Meeting duration: 15 mins

Afternoon

**Change appointment?**

You are about to change your appointment from 'Tue 8 Mar 2022, 3:00pm' to 'Tue 8 Mar 2022, 4:00pm'.

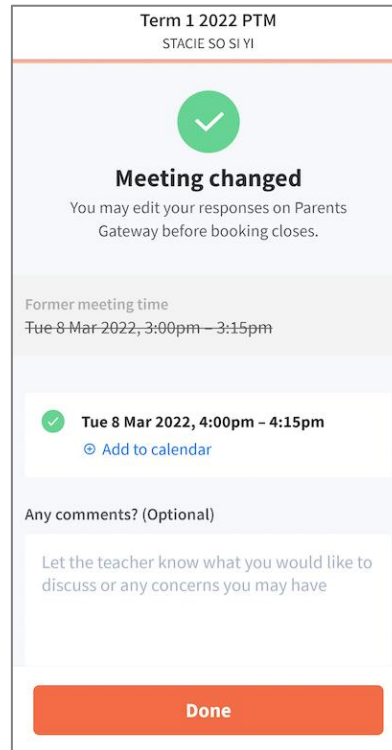
**Confirm**

Cancel

4:45pm

Change to:  
**Tue 8 Mar 2022**  
**4:00pm**

**Book**



Term 1 2022 PTM  
STACIE SO SI YI

**Meeting changed**

You may edit your responses on Parents Gateway before booking closes.

Former meeting time  
Tue 8 Mar 2022, 3:00pm – 3:15pm

**Tue 8 Mar 2022, 4:00pm – 4:15pm**  
[Add to calendar](#)

Any comments? (Optional)

Let the teacher know what you would like to discuss or any concerns you may have

**Done**

Meeting has been changed. You may wish to click on [Add to calendar](#) to save the meeting date and time in your calendar

Do remember to remove your original timeslot in your calendar if you have not already done so

# Thank you