Wilcox Parent Conference Sign Up Instructions

- 1. Go to <u>www.twinsburg.k12.oh.us</u>
- 2. Click on Wilcox Primary School.

3. Click on the **Online Conference Scheduler** Link in the navigation on the left. If you are using a mobile device, you will need to access the navigation menu from the sub-menu in the upper right corner.

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- 4. Click on your Student's Grade Level
- 5. Click on your Student's Homeroom Teacher
- 6. Click **Reserve** to choose the desired time of the conference. Scroll down to see all conference dates and times.

First Grade Conferences	Please contact your child's teacher at the email address below to cancel or reschedu			
Shirley Browning's Conferences	Shirley Browning's THURSDAY Conference Schedule on Meeting Organizer: SHIRLEY BROWNING - SBROWNING@twinsburgcsd.org Please reserve your meeting below by clicking the button next to the timeslot of your choice. After you c information and any questions/comments you may have. An email will confirm your reservation. The me case of any changes.			
Julie Cain's Conferences				
Amanda Fariello's Conferences	Location: Virtual From: 4:15 PM To: 4:30 PM			
Kimberly Fink's Conferences	From: 4:30 PM To: 4:45 PM Reserve Location: Virtual From: 4:45 PM To: 5:00 PM Reserve			
Matt Hill's Conferences	Location: Virtual Reserve From: 5:00 PM To: 5:15 PM Location: Virtual			

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- 7. Enter the required fields.
- 8. Click Reserve.
- 9. You will receive an email confirmation with details about your scheduled conference.

	2102		
Fill out the rec	uired * info	rmation to reser	ve this timeslot.
Name	Sue Smith		•
Email	ssmith@gm	ail.com	•
Student's Name	Sally		•
Phone Number	999-999-999	9 *	
301001	See you to	ign School	
Questions/Comments			
	Sally has	allergies	
Abdicional Into			
Cancel	Reserve		

If you wish to cancel or change your reservation, please email your student's teacher.