

It's Report Card Time!!!

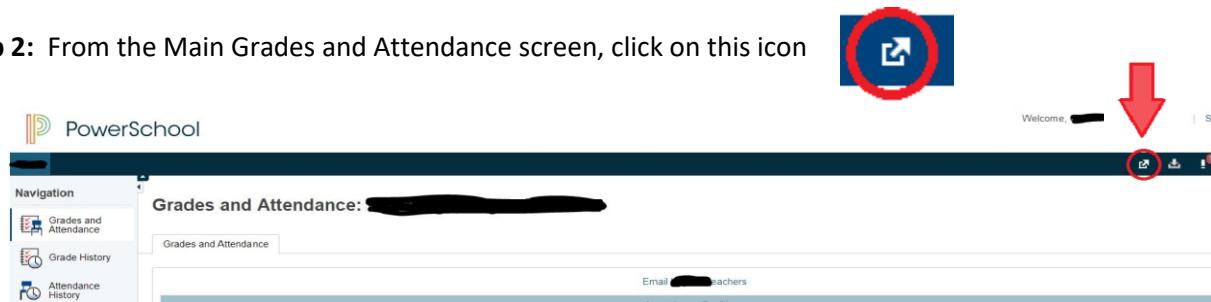
To view Report Cards, log into your Parent Portal - you will see a Student Reports option along the left hand side.

Note: If you are on a mobile device, you may need to open the menu by clicking the side arrow just under the blue bar with the students' name.

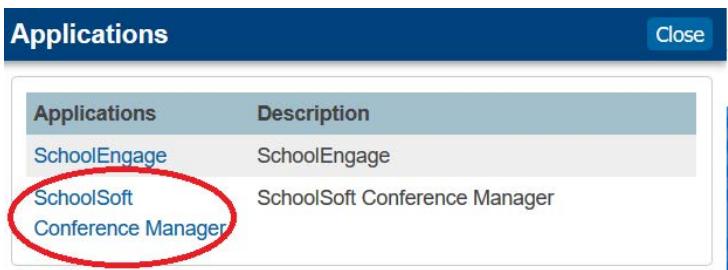
How to book Parent/Teacher Interviews

Step 1: Login to the Parent Portal

Step 2: From the Main Grades and Attendance screen, click on this icon



Step 3: The box below will open. Click on the SchoolSoft Conference Manager option as indicated.



Any students attached to your Parent Portal account and their schools will pop-up.

Step 4: Click on the name of the school to access their booking system. (This step must be completed for each school individually).

Step 5: Click on the Parent/Teacher Session available, select the teachers you wish to see, choose from the available interview time-slots and choose the student. **Click SUBMIT to finalize your booking.**

If you need assistance, please contact the office at (403) 652-2889 or email at hsaofficeadmin@redeemer.ab.ca