



Dates & Times:

Date	Morning Sessions	Afternoon Sessions	Evening Sessions
Thursday, November 21, 2024	NA	NA	4:15-8:30pm Virtual
Friday, November 22, 2024	NA	NA	4:15-8:30pm Virtual
Monday, November 25, 2024	8:30-11:25am Virtual	12:30-4:25pm Virtual	5:30 – 8:25pm In Person
Tuesday, November 26, 2024	8:30-11:25am Virtual	12:30-4:25pm Virtual	5:30 – 8:25pm Virtual

Individual conferences:

- All conferences are by appointment only
- Held in Google Meets or in person- Family choice
- Conferences are scheduled in 10 minute segments with 5 minutes between
- All 9th grade students are strongly encouraged to attend their Living in the US, English, Math and Physics conferences with their family

Reminders:

- There are no classes the week of November 25th-29th
- There will be a Google Meets help room available for questions during all conference sessions- look for more information coming soon

Scheduling Timeline:

- Nov 4 through 5pm Nov 13: Scheduling by Grant staff only
- Nov 14 at 8:00am through Nov. 20th at 10:00pm: Scheduling available to all Grant families
 - Schedule conferences online at <https://www.myconferencetime.com/granths>

To schedule conferences with Grant teachers, follow these steps:

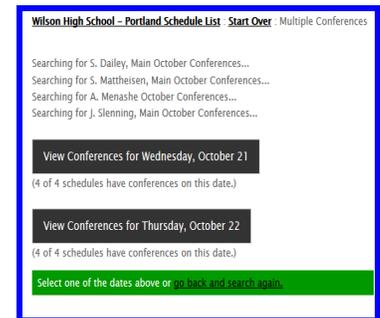
1. Go to the conference scheduling website above
2. Click “Register for Multiple Conferences”. Selecting this allows you to schedule individual conferences with each of your selected teachers in a single view.
3. Select the number of students for whom you will be scheduling conferences. If you have one student at Grant HS, keep it at one (1). If you have two students at Grant HS select 2. Click Continue
4. Complete the student/guardian information and contact fields. *We strongly encourage you to enter an email address.* This will allow you to receive confirmation emails and make changes to your conference schedule if needed. Click Continue. If scheduling more than one student it will take you back to the blank screen to add the additional students.

- Click the box by all of the teachers you would like to meet with and then click "Find Schedules with Common Dates"

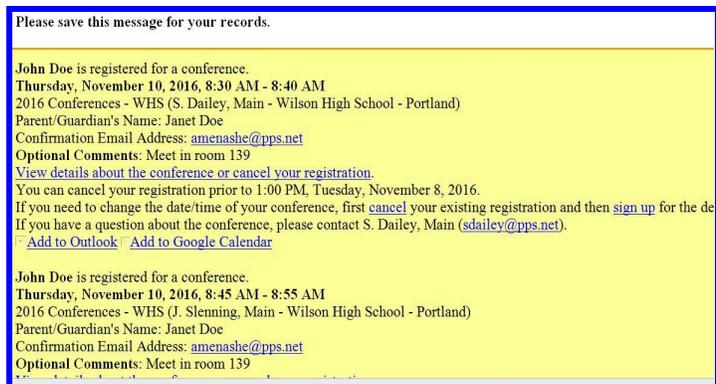


- Select the Conference Date you are interested in
 - Time slots for conference availability, per teacher, will now be displayed
 - Please use ONE time slot per student per teacher
 - Click/Check boxes by the conference times you want. Once you have selected a time slot for each teacher, go to the bottom and click on "Sign up for Selected Conferences"
- On the final confirmation page, you will see a green confirmation box for each scheduled conference.

S. Dailey, Main October Conferences Wed, Oct 21, 2015	S. Mattheisen, Main October Conferences Wed, Oct 21, 2015	A. Menashe October Conferences Wed, Oct 21, 2015	J. Slenning, Main October Conferences Wed, Oct 21, 2015
8:15 AM – 8:25 AM 0 Available Not available	8:15 AM – 8:25 AM 0 Available Not available	8:15 AM – 8:25 AM 0 Available Not available	8:15 AM – 8:25 AM 0 Available Not available
8:25 AM – 8:35 AM 0 Available Not available	8:25 AM – 8:35 AM 0 Available Not available	8:25 AM – 8:35 AM 0 Available Not available	8:25 AM – 8:35 AM 0 Available Not available
8:35 AM – 8:45 AM 0 Available Not available	8:35 AM – 8:45 AM 0 Available Not available	8:35 AM – 8:45 AM 0 Available Not available	8:35 AM – 8:45 AM 1 Available <input checked="" type="checkbox"/> dtey
8:45 AM – 8:55 AM 1 Available <input checked="" type="checkbox"/> dtey	8:45 AM – 8:55 AM 1 Available <input type="checkbox"/> dtey	8:45 AM – 8:55 AM 1 Available <input type="checkbox"/> dtey	8:45 AM – 8:55 AM 1 Available <input type="checkbox"/> dtey
S. Dailey, Main October Conferences Wed, Oct 21, 2015	S. Mattheisen, Main October Conferences Wed, Oct 21, 2015	A. Menashe October Conferences Wed, Oct 21, 2015	J. Slenning, Main October Conferences Wed, Oct 21, 2015
8:55 AM – 9:05 AM 0 Available Not available	8:55 AM – 9:05 AM 1 Available <input type="checkbox"/> dtey	8:55 AM – 9:05 AM 1 Available <input type="checkbox"/> dtey	8:55 AM – 9:05 AM 0 Available Not available
9:05 AM – 9:15 AM 0 Available Not available	9:05 AM – 9:15 AM 1 Available <input checked="" type="checkbox"/> dtey	9:05 AM – 9:15 AM 0 Available Not available	9:05 AM – 9:15 AM 0 Available Not available



- Check your email for a summary of the conference schedule. The Zoom room link will be listed by the teacher's name. An alternate phone link will be listed as well.



How to Check and Delete a Conference:

1. Click on this link: <https://www.myconferencetime.com/granths/lookup/>
2. Type the email address you used to schedule the conference(s) and click on "Send me my conference schedule."
3. Check your email and follow the link
4. The page will show details for each of your conferences and a "Conference Detail" link
5. Click on the link for the conference you wish to delete
6. Click on the button: "Click to remove {student's Name} and Make Conference Available to Others"
7. You will be prompted to confirm the cancellation. Click OK.

CLICK [HERE](#) FOR A VIDEO TUTORIAL ON SIGNING UP FOR CONFERENCES