

How to Access Parent Teacher Conferences in Skyward Family Access

The screenshot shows the Skyward Family Access interface. The left sidebar contains a menu with 'Teacher Conferences' highlighted (1). The main content area shows the 'Teacher Conferences' section with a 'Scheduled Conferences Report' button (2) and a 'Print All Scheduled Conferences' link. Below this is a table with columns for 'All Conferences', 'Status', 'Class', and 'Building/Room'. The 'All Conferences' column shows 'Period 8 2:34 PM - 3:15 PM' and a 'Not Yet Scheduled (Select a Time)' button (3). A modal dialog box titled 'Schedule a Conference Time with' is open, showing a table of conference time slots with 'Select' buttons (4).

Conference Time Slots	Status	Building/Room	
Thu Nov 6, 2014 4:30 pm - 4:45 pm	Open		Select
Thu Nov 6, 2014 4:45 pm - 5:00 pm	Open		Select
Thu Nov 6, 2014 5:00 pm - 5:15 pm	Open		Select
Tue Nov 11, 2014 4:30 pm - 4:45 pm	Open		Select
Tue Nov 11, 2014 4:45 pm - 5:00 pm	Open		Select

In the Skyward Family Access:

- Click Teacher Conferences (1)
- Next to each child's name:
 - Click All Conferences (2)
 - Click Select a Time (3)
 - Select Time (4)
 - Click Save