



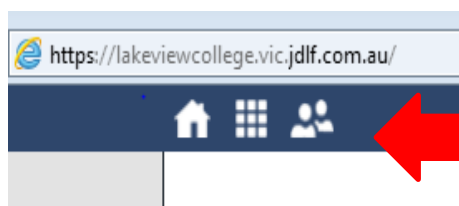
Dear Parents and Carers,

Parent Teacher Student Conferences will be held between **12:00pm – 3:25 pm** and **4:00pm – 7:00pm** on **Thursday 12th March**. You can book interviews now at times that best suit your family.

Go to www.lakeviewseniorcollege.vic.edu.au and follow the instructions below:



1. Click in the LSC Compass Portal
2. Enter your username and password.
If you don't know your details please contact the school



3. Click on the third icon "community" that looks like two people.
4. "Conferences" will appear. Click on this link.

Conference Bookings

Please select the event to manage your bookings.

Available events

Event

Parent Teacher Student Conversations

PST Conferences

5. When this page appears, click on this link to "Parent Teacher Student Conversations"

My Bookings

Click the booking time to make/modify a booking.

19/03 13:00 PM	Available	19/03
19/03 13:05 PM	Available	19/03

6. Your booking options will then appear. All your daughter/son's teachers and co-ordinators will appear for you to select from when you click on your time of choice
7. Click "update" when you have selected the individual teacher
8. When finished, click on "Print all Bookings" on the right hand side of the page. This will enable you to print all your times and locations

For parents/guardians that don't have access to the internet at home, at work, at a friend's house or on their phones, computer kiosks will be available at Lakeview Senior College General Office so that parents can still make their own bookings. Alternatively, students can also make bookings through their teachers directly. Interviews are strictly 5 minutes and spaces are limited. If you require more time, please contact the teacher directly to make alternative arrangements.

Please note: You can also book via the Compass Mobile App.