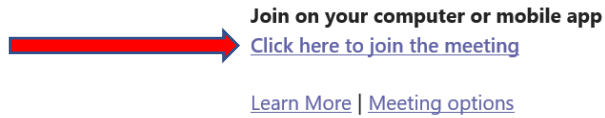


JOINING A MEETING FOR PST CONFERENCES – PARENT INSTRUCTIONS

1. Go to the email (or calendar invite) the individual teacher sent you and click on join meeting at the time you scheduled in compass. **Note: each teacher has their own meeting link.**

Microsoft Teams meeting



2. You will be prompted to either open a browser or through teams. If you have the teams app on your computer or phone you can join via teams. If you don't have teams, just click on open with browser.
3. It will ask you to enter your name – please use your child's name as this will be easier for teachers to identify who you are.
4. You will wait in the 'lobby' until the teacher is ready to accept
5. Please make sure your mic and camera is switched on for the meeting
6. Repeat this process for your other interviews