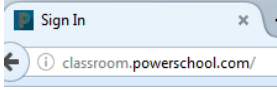
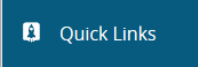
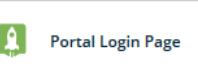
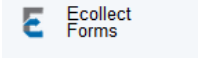
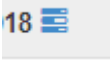

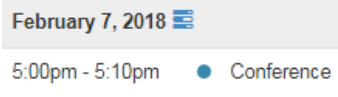




## Amity Region #5 PS Unified Classroom Instructions – Sign up for Teacher Conferences

	<ul style="list-style-type: none"> <li>Log onto Unified Classroom with your user name (email and password) <a href="https://classroom.powerschool.com">https://classroom.powerschool.com</a></li> </ul>
	<ul style="list-style-type: none"> <li>Click on Quick Links from the list on the left hand side of your screen</li> </ul>
	<ul style="list-style-type: none"> <li>Choose Portal Login Page under the PowerSchool heading</li> <li>The portal login will open on a new tab</li> </ul>
	<ul style="list-style-type: none"> <li>Choose Ecollect Forms from the Navigation bar on the left hand side of the page</li> </ul>
<p>Conferences</p> <ul style="list-style-type: none"> <li>Amity - AHS - Winter - Parent/Guardian Teacher Conferences</li> <li>Amity - AMSB - Winter - Parent/Guardian Teacher Conferences</li> <li>Amity - AMSO - Winter - Parent/Guardian Teacher Conferences</li> </ul>	<ul style="list-style-type: none"> <li>Choose the Parent/Guardian Teacher Conferences under the Conference Heading <ul style="list-style-type: none"> <li>AHS for the high school</li> <li>AMSB for Bethany Middle</li> <li>AMSO for Orange Middle</li> </ul> </li> <li>NOTE – Middle School parents/guardians can also sign up for the support staff. Choose the Conference title that has support staff in it.</li> </ul>
<p><b>Parent/Guardian/Teacher Conferences</b></p> <p>Use the &lt;&gt; buttons above the calendar to move to the date that choosing the Parent and/or Guardian/Teacher Conference link.</p> <p>To view a student's schedule with room numbers please click o</p>	<ul style="list-style-type: none"> <li>Please read all the instructions before choosing the date and times of your conferences.</li> </ul>
	<ul style="list-style-type: none"> <li>Click on the 3 lines next to the conference date to view what each teacher has available</li> </ul>
	<ul style="list-style-type: none"> <li>If the conferences are blue you can choose from here when you would like to register or go back to the list view, see below</li> <li>If the conference is red, then the time is already taken</li> <li>If the conference is green, then you already signed up for that time.</li> </ul>
	<ul style="list-style-type: none"> <li>If you want to choose from the time list just click on the Conference time that you would like to schedule</li> </ul>



# Amity Region #5 PS Unified Classroom Instructions – Sign up for Teacher Conferences

Updated January 2018

<p><b>Provider:</b></p> <p>STAFF, STAFF</p>	<ul style="list-style-type: none"> <li>Choose a Provider (teacher) you would like to see</li> </ul>
<p>Register</p>	<ul style="list-style-type: none"> <li>Click Register</li> </ul>
<p>I'll submit later Submit Form</p>	<ul style="list-style-type: none"> <li>Click Submit Form to register for the conference</li> <li>You can choose I'll submit later, once you choose all the teachers you would like to meet with</li> </ul>
<p>5:00pm - 5:10pm ● Conference (Pending Registration)</p>	<ul style="list-style-type: none"> <li>If you choose I'll Submit Later the Conference will stay orange until you submit the form</li> </ul>
<p>5:00pm - 5:10pm ● Conference (Pending Registration)</p> <p>5:12pm - 5:22pm ● Conference (Pending Registration)</p> <p>5:24pm - 5:34pm ● Conference (Pending Registration)</p> <p>Submit</p>	<ul style="list-style-type: none"> <li>Continue to choose all the teachers you would like to see and then click on submit at the bottom of the page</li> </ul>
<p>February 7, 2018</p> <p>5:00pm - 5:10pm ● Conference (Registered)</p> <p>5:12pm - 5:22pm ● Conference</p> <p>5:24pm - 5:34pm ● Conference (Registered)</p>	<ul style="list-style-type: none"> <li>The conference times will be green after you submit</li> </ul>
<p>Drop</p>	<ul style="list-style-type: none"> <li>If you need to drop a time you can go back into the conference you would like to drop and click it again and choose drop</li> </ul>
<p><b>Drop Warning</b></p> <p>You must submit this form to drop this event registration.</p> <p>Cancel OK, Submit this form!</p>	<ul style="list-style-type: none"> <li>A warning will come up that you need to submit to drop the conference</li> <li>Click on OK, Submit this form! Or Cancel if you change your mind</li> </ul>



Amity Region #5 PS Unified Classroom Instructions – Sign up for Teacher Conferences

Updated January 2018

Form Name

[Amity - AHS Parent/Guardian Teacher Conferences](#)

- Once you are done signing up for the conferences you can view your sign ups by clicking into the Conference Link again

If you have any questions please contact [helpdesk@amityschools.org](mailto:helpdesk@amityschools.org)