

HOW TO BOOK TEACHER/PARENT INTERVIEWS

Step 1.

Type in the web address directly into the Menu bar.

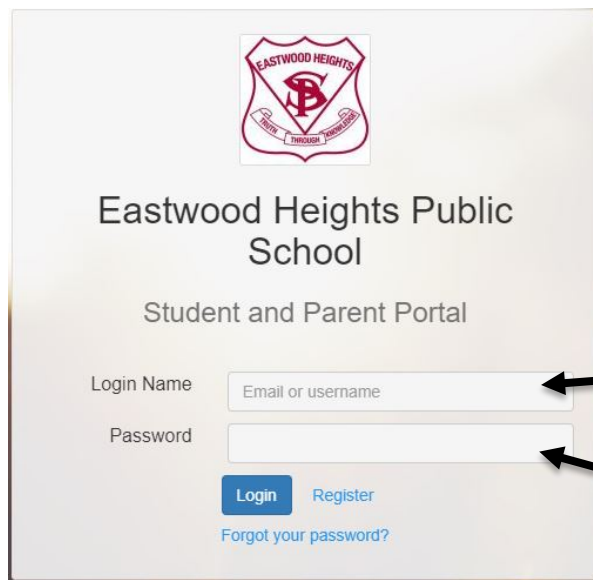


<https://ehps.sentral.com.au/portal/login>

Address - <https://ehps.sentral.com.au/portal/login>

Step 2

The Log-in page for the Parent Portal will appear, as shown below.

A screenshot of the login page for Eastwood Heights Public School. At the top is the school's crest. Below it, the text reads 'Eastwood Heights Public School' and 'Student and Parent Portal'. There are two input fields: 'Login Name' with the placeholder 'Email or username' and 'Password'. Below the fields are buttons for 'Login' and 'Register', and a link for 'Forgot your password?'.

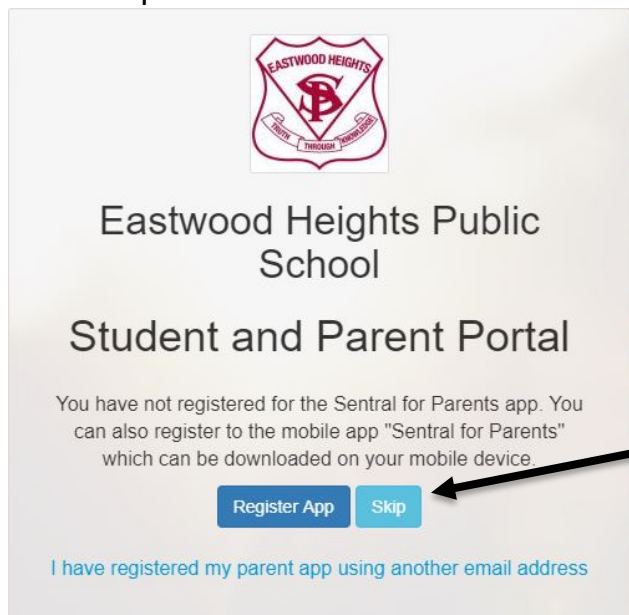
The password for the Portal is what **YOU** used to create the account, **NOT** the school **ACCESS KEY**. The ACCESS KEY is only used the first time you register.

Your e-mail address **YOU** provided to join the Portal.

The password **YOU** created for the account.

Step 3

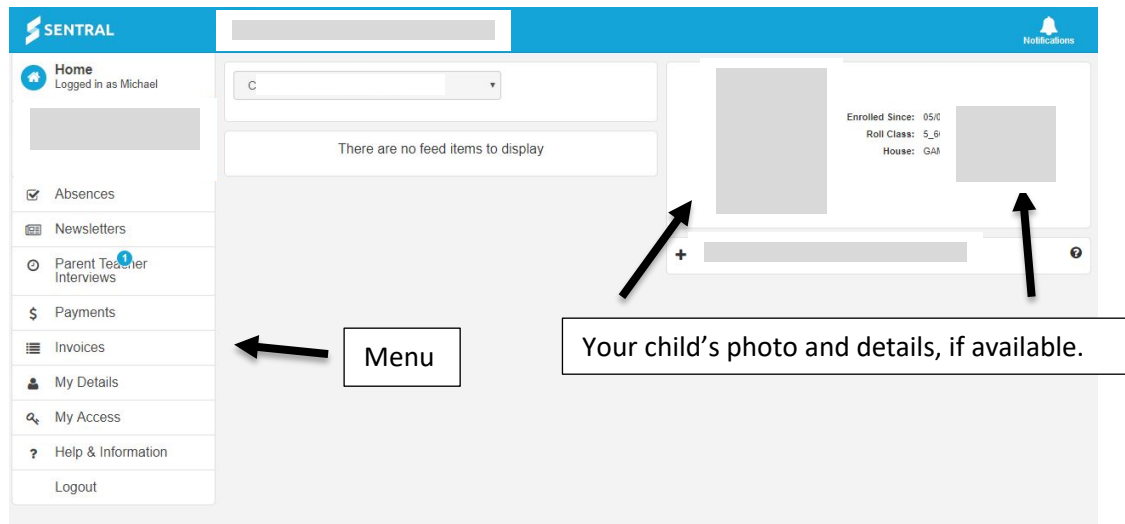
Press Skip

A screenshot of the app registration screen. It features the school crest and the text 'Eastwood Heights Public School' and 'Student and Parent Portal'. Below this, a message states: 'You have not registered for the Sentral for Parents app. You can also register to the mobile app "Sentral for Parents" which can be downloaded on your mobile device'. At the bottom, there are two buttons: 'Register App' and 'Skip'. A link at the very bottom reads 'I have registered my parent app using another email address'.

Press Skip

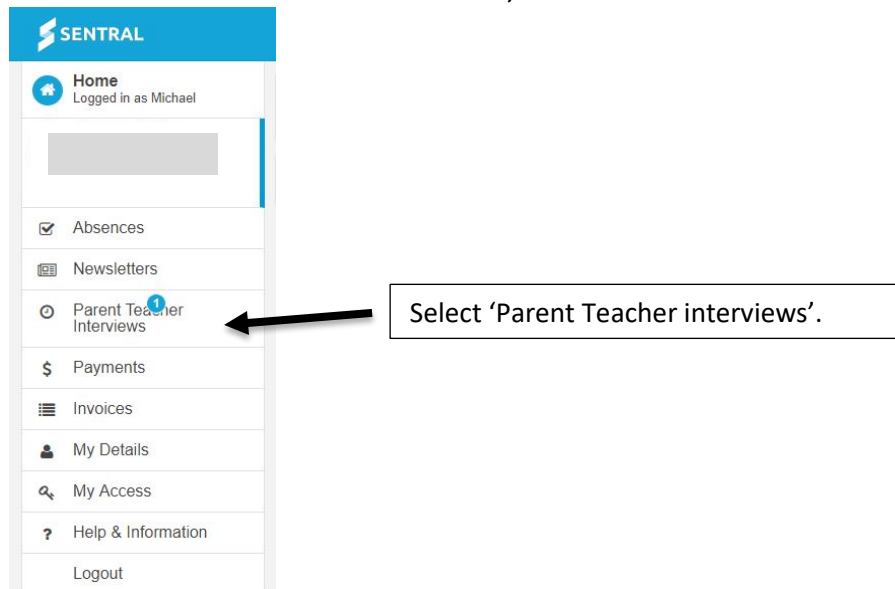
Step 4

A Screen with your child's details will appear.



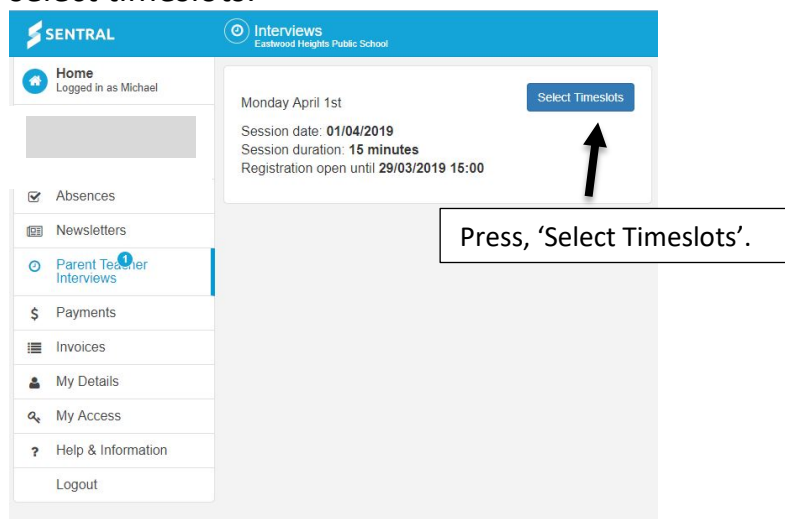
Step 5

Select Parent Teacher Interviews, which should have a number super imposed over the top.



Step 6

This screen will appear. Dates and times will appear when the teacher is available. Press select timeslots.



Step 7

Select a date, time and press 'Save Bookings'.

Your session will timeout from inactivity in **9:48**
Please confirm your selection before leaving this page

Monday April 1st
Session date: **01/04/2019**
Session duration: **15 minutes**
Registration open until **29/03/2019 15:00**

Monday April 1st

Dates teacher is available. If more than one, select a date.

01/04/2019 Mon

<input type="radio"/> 1:00pm	<input type="radio"/> 2:45pm	<input type="radio"/> 4:30pm	<input type="radio"/> 6:15pm
<input type="radio"/> 1:15pm	<input type="radio"/> 3:00pm	<input type="radio"/> 4:45pm	<input type="radio"/> 6:30pm
<input type="radio"/> 1:30pm	<input type="radio"/> 3:15pm	<input type="radio"/> 5:00pm	<input type="radio"/> 6:45pm
<input type="radio"/> 1:45pm	<input type="radio"/> 3:30pm	<input type="radio"/> 5:15pm	<input type="radio"/> 7:00pm
<input type="radio"/> 2:00pm	<input type="radio"/> 3:45pm	<input type="radio"/> 5:30pm	<input type="radio"/> 7:15pm
<input type="radio"/> 2:15pm	<input type="radio"/> 4:00pm	<input type="radio"/> 5:45pm	<input type="radio"/> 7:30pm
<input type="radio"/> 2:30pm	<input type="radio"/> 4:15pm	<input type="radio"/> 6:00pm	<input type="radio"/> 7:45pm

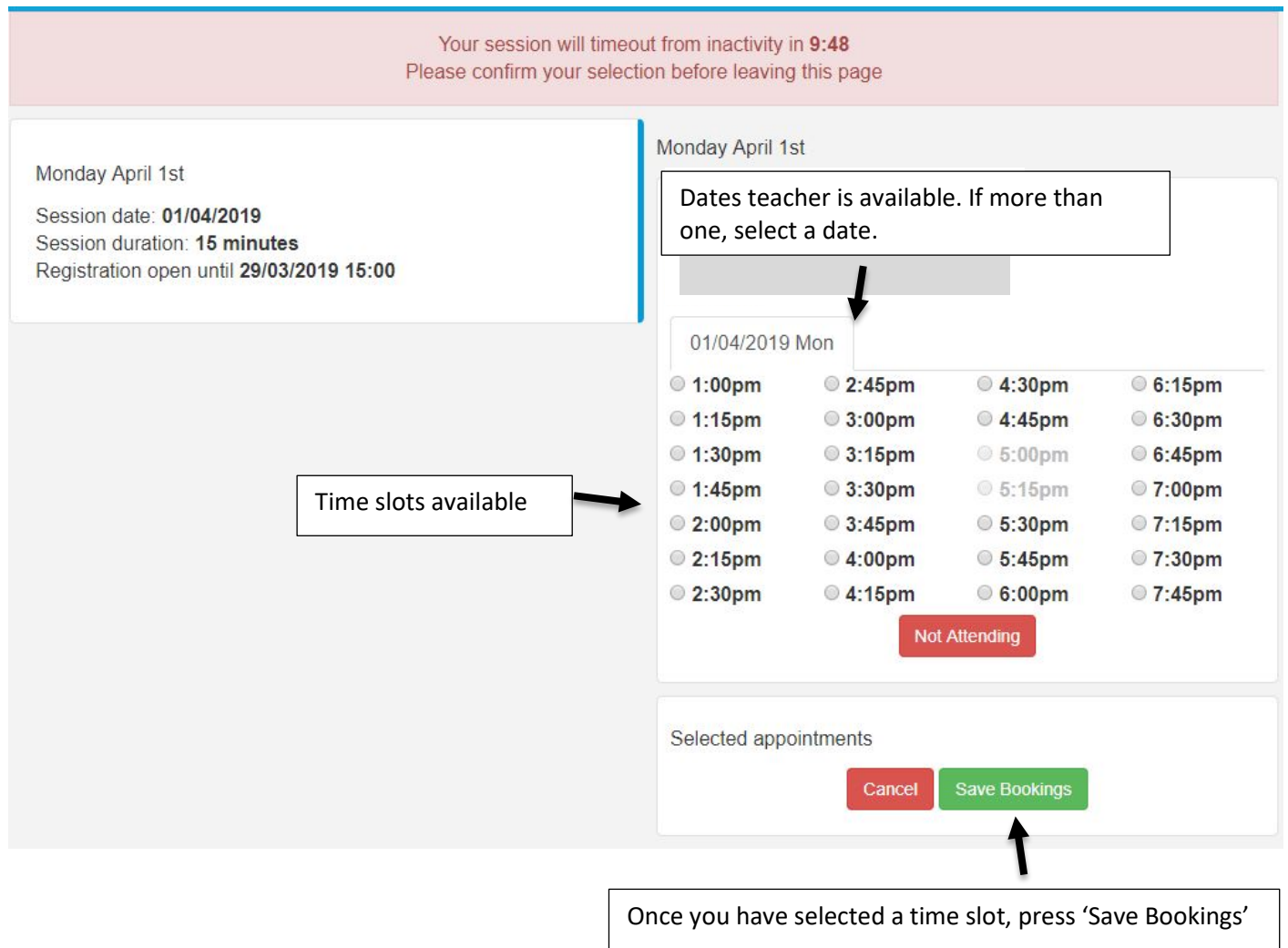
Not Attending

Selected appointments

Cancel Save Bookings

Time slots available

Once you have selected a time slot, press 'Save Bookings'



Step 8

You will receive an e-mail (Your username to the Portal Account) confirming your booking.