

# Mee Toh School Mid-Year PCTC 2021

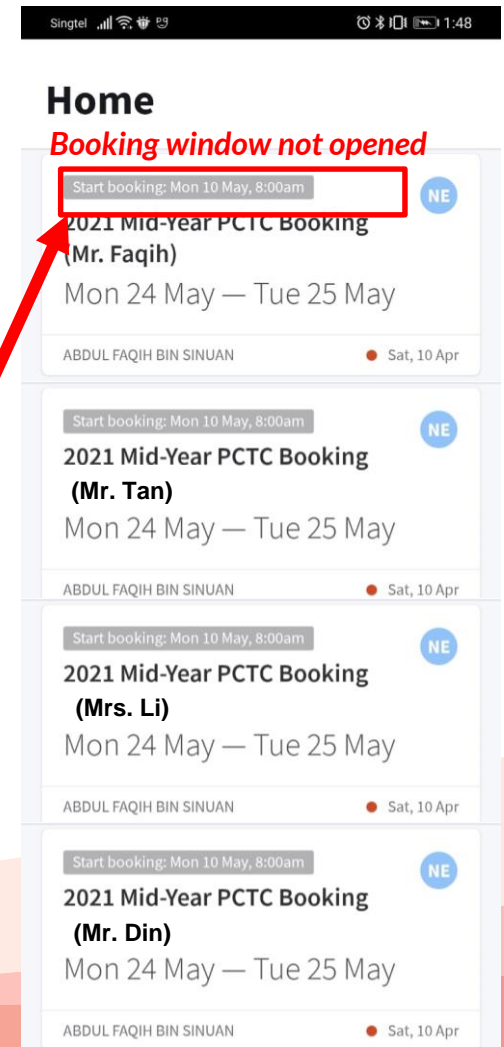
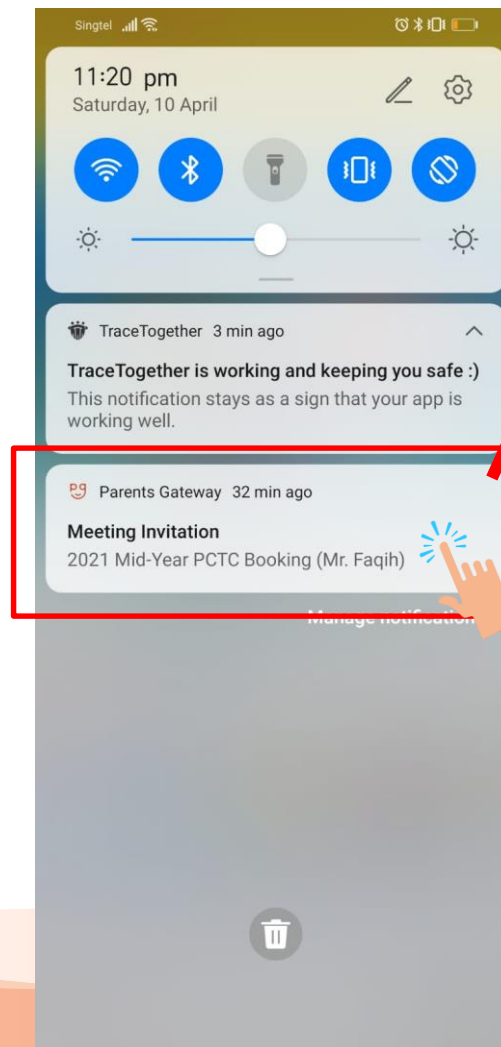
## Guide for Parents

Booking a Parent-Child-Teacher Conference Slot  
via Parents Gateway App

# Step 1:

## Receiving a notification for 2021 Mid-Year PCTC via Parents' Gateway App (T2W7: 4 - 7 May)

- You will receive notifications via PG from your child's teachers
- Click on the notifications to see the details of the PCTC
- You will NOT be able to book yet as the booking window has not opened.



# Home

Start booking: Mon 10 May, 8:00am

**2021 Mid-Year PCTC Booking (Mr. Faqih)**

Mon 24 May — Tue 25 May

ABDUL FAQIH BIN SINUAN Sat, 10 Apr

Start booking: Mon 10 May, 8:00am

**2021 Mid-Year PCTC Booking (Mr. Tan)**

Mon 24 May — Tue 25 May

ABDUL FAQIH BIN SINUAN Sat, 10 Apr

Start booking: Mon 10 May, 8:00am

**2021 Mid-Year PCTC Booking (Mrs. Li)**

Mon 24 May — Tue 25 May

ABDUL FAQIH BIN SINUAN Sat, 10 Apr

Start booking: Mon 10 May, 8:00am

**2021 Mid-Year PCTC Booking (Mr. Din)**

Mon 24 May — Tue 25 May

ABDUL FAQIH BIN SINUAN Sat, 10 Apr

Click on the Notification



## 2021 Mid-Year PCTC Booking (Mr. Faqih)

Posted by ABDUL FAQIH BIN SINUAN on 10 Apr 2021

NAUFAL ESHAN BIN ABDUL FAQIH

Zoom session

Mon 24 May 2021, 8:00am - 5:00pm  
Tue 25 May 2021, 8:00am - 12:00pm

### Booking NOT STARTED

You can book between:  
Mon 10 May, 8:00am - Sun 16 May, 11:30pm

[Add to Calendar](#)

Booking information

### Event Details

Dear Parents,

Please proceed to book the available slots for 2021 Mid-Year Parent-Child-Teacher Conference (PCTC) once the booking window

Booking not started

Event Details

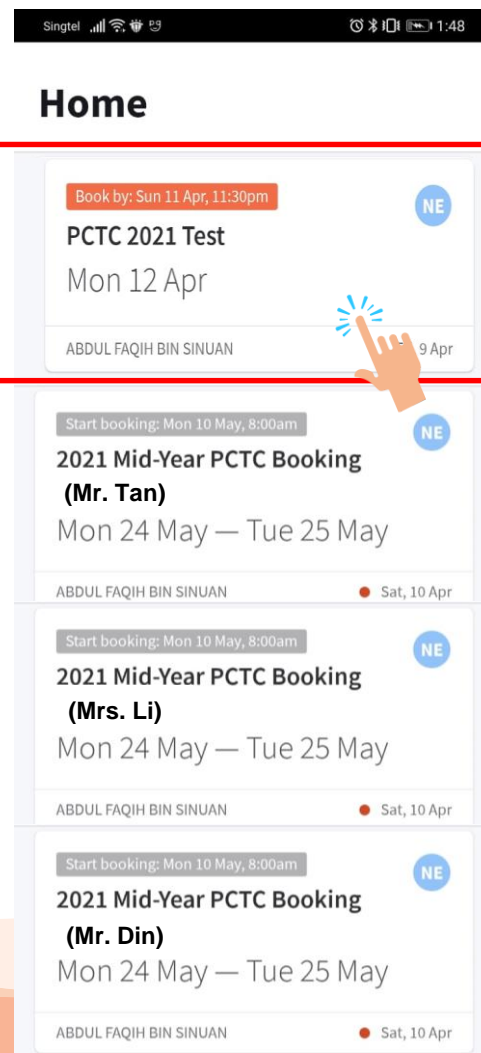
# Step 2:

## Booking a timeslot for PCTC

**T2W8:**

**(10 May, 8.00 a.m. – 16 May, 11.30 p.m.)**

- You may start booking the timeslot by clicking the Meeting Invitation from your child's teachers**



**Please ignore the date on this meeting invitation. This is for DEMO purposes only.**

**The meeting form will turn from grey to orange, indicating that the booking window is open.**

# Home

Start booking: Mon 10 May, 8:00am

NE

## 2021 Mid-Year PCTC Booking (Mr. Faqih)

Mon 24 May — Tue 25 May

ABDUL FAQIH BIN SINUAN

Sat, 10 Apr



Start booking: Mon 10 May, 8:00am

NE

## 2021 Mid-Year PCTC Booking (Mr. Tan)

Mon 24 May — Tue 25 May

ABDUL FAQIH BIN SINUAN

Sat, 10 Apr

Start booking: Mon 10 May, 8:00am

NE

## 2021 Mid-Year PCTC Booking (Mrs. Li)

Mon 24 May — Tue 25 May

ABDUL FAQIH BIN SINUAN

Sat, 10 Apr

Start booking: Mon 10 May, 8:00am

NE

## 2021 Mid-Year PCTC Booking (Mr. Din)

Mon 24 May — Tue 25 May

ABDUL FAQIH BIN SINUAN

Sat, 10 Apr



## PCTC 2021 Test

Posted by ABDUL FAQIH BIN SINUAN on 9 Apr 2021

NAUFAL ESHAN BIN ABDUL FAQIH

Zoom Session

Mon 12 Apr 2021, 8:00am - 5:00pm

### Booking **OPEN**

You can book between:

Sun 11 Apr, 12:00am - Sun 11 Apr, 11:30pm

[Add to Calendar](#)

### Event Details

This is a test to understand the PG platform better for 2021 PCTC.

For enquiries on this post, please [contact us](#).**Book**

*Please ignore the date on this meeting invitation. This is for DEMO purposes only.*

*Click on the, "Book" button to start your booking.*

# Step 3:

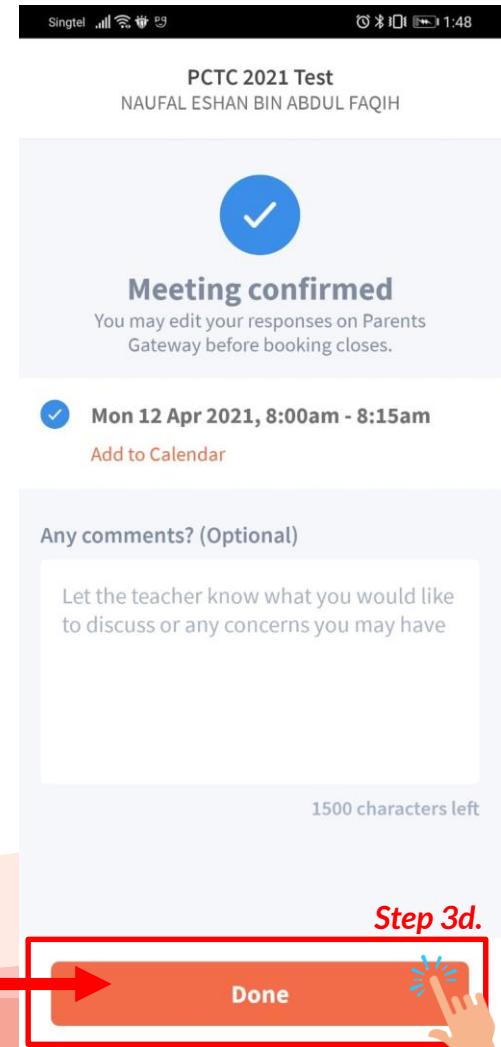
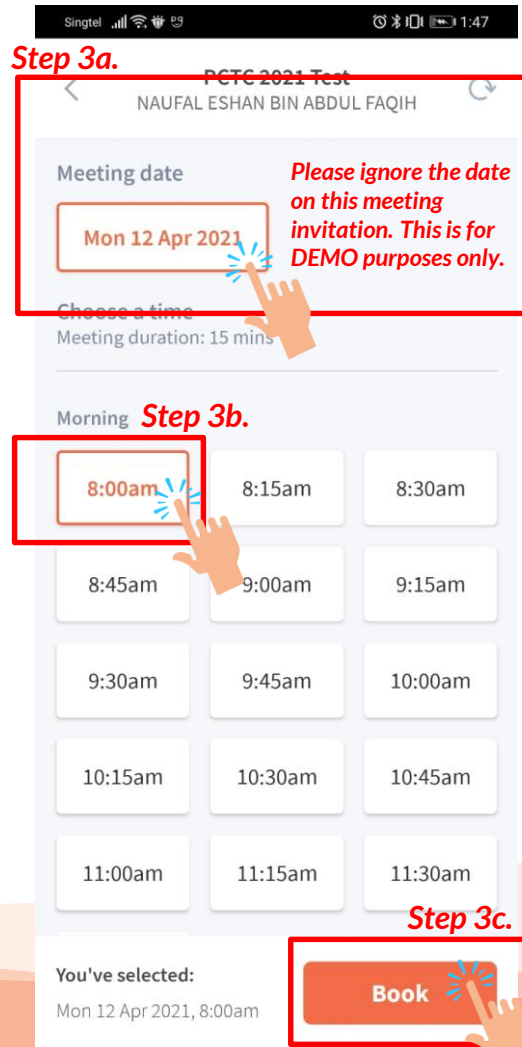
## Selecting a timeslot

**T2W8:**

**(10 May, 8.00 a.m. – 16 May, 11.30 p.m.)**

To select a timeslot:

- Select the Meeting Date
- Select the Timeslot
- Click “Book”
- A Meeting Confirmation will appear. Click “Done”



# Step 4:

## Changing a timeslot after confirmation

**T2W8:**

*(10 May, 8.00 a.m. - 16 May, 11.30 p.m.)*

- You are still able to change the timeslot
- Change must be made before booking window closes

The screenshot shows a mobile app interface for a 'PCTC 2021 Test'. At the top, there's a status bar with 'Singtel' and various icons. Below that is a back arrow. The main title is 'PCTC 2021 Test', followed by 'Posted by ABDUL FAQIH BIN SINUAN on 9 Apr 2021'. There are three icons with text: a person icon for 'NAUFAL ESHAN BIN ABDUL FAQIH', a location pin for 'Zoom Session', and a calendar icon for 'Mon 12 Apr 2021, 8:00am - 5:00pm'. A section titled 'Your Appointment Details' contains a blue checkmark icon, the text 'Mon 12 Apr 2021, 8:00am - 8:15am', and a link 'Add to Calendar'. Below this is 'No comments' and another link 'Add comments'. A red box highlights a section at the bottom with the text 'Booking OPEN', 'You can book between: Sun 11 Apr, 12:00am - Sun 11 Apr, 11:30pm', and 'Add to Calendar'. At the very bottom, there is a large orange button labeled 'Change' with a hand icon pointing to it.

*Click on the, "Change" button to change your timeslot.*

# Step 5:

## Receiving the Zoom ID and Passcode

*(T2W9: 17 - 21 May)*

- You will receive the Zoom details (ID and Passcode) from your child's subject teachers via PG
  - Use the details to login to Zoom as per the timeslot you have booked
- 