



How to access Parent Teacher interviews

Parkdale Secondary College will be conducting Parent Teacher interviews using the Cisco Webex meetings platform through Compass.

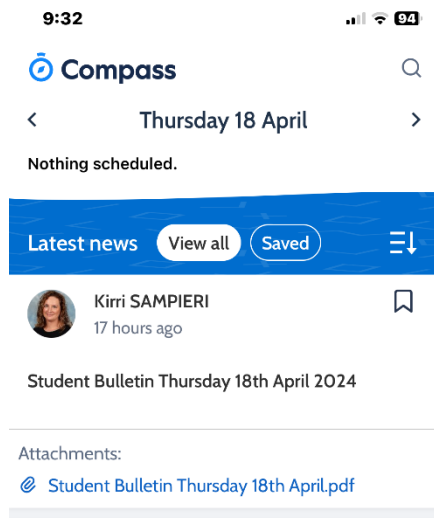
It is not recommended that you use a Phone or Tablet as accessing the links can be difficult.

If you wish to use your phone or tablet you have 2 options

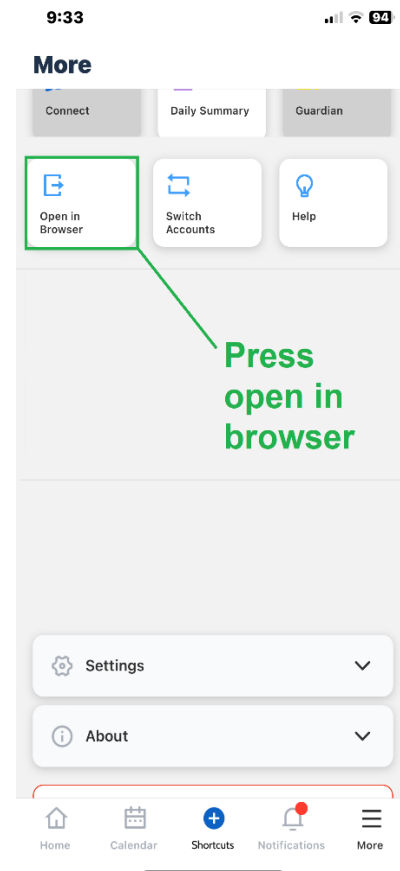
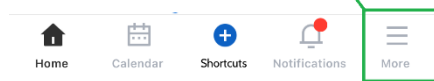
1. Access the “open in browser” option within the application.
2. Use your Tablet or Phones web browser to login to the web version of Compass.

To access the web-based version from the app please follow these steps:

1. Open your Compass application and log in using your parent code.
2. Select the hamburger menu on the bottom right of the screen named “**more**” and then “**open in browser**”.

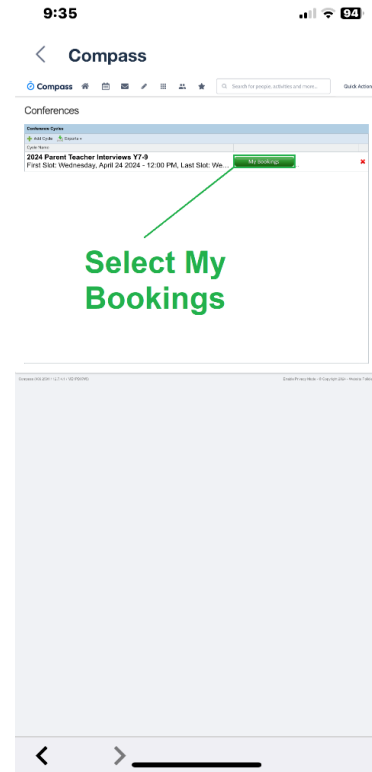
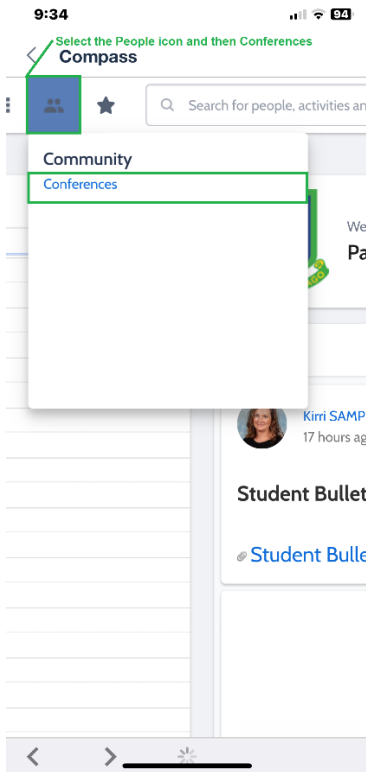


Press more

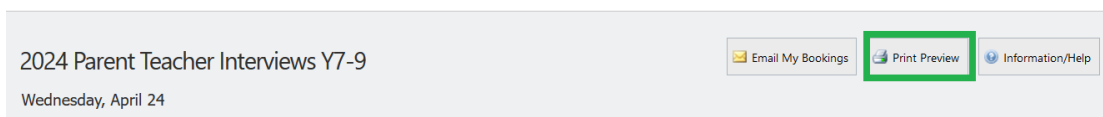




- Now you can see the browser version of Compass and access your parent teacher interviews. Select the **people icon**, then **conferences** and **My Bookings**.



You can also export a PDF of your bookings by pressing the Print Preview button.



If you do not have the application installed, please go to <https://www.parkdales.vic.edu.au/go> on your Phone or Tablet and select the Compass icon and login. You can then follow the above instructions from point 3.

If you have any problems, please contact the helpdesk on the following details:

Email: helpdesk@parkdales.vic.edu.au
03 9580 6311 option 5 (7:30am – 4:15pm)