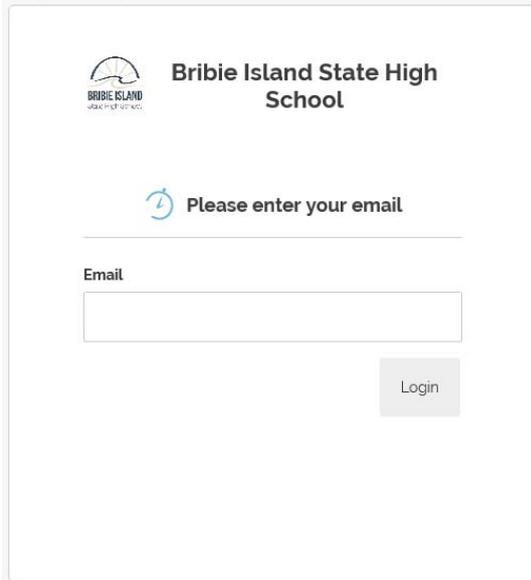


HOW TO MAKE A BOOKING

Login to Session Keeper

Please use the following process to login to Session Keeper.

1. Log in to your **Session** via the link you have been provided



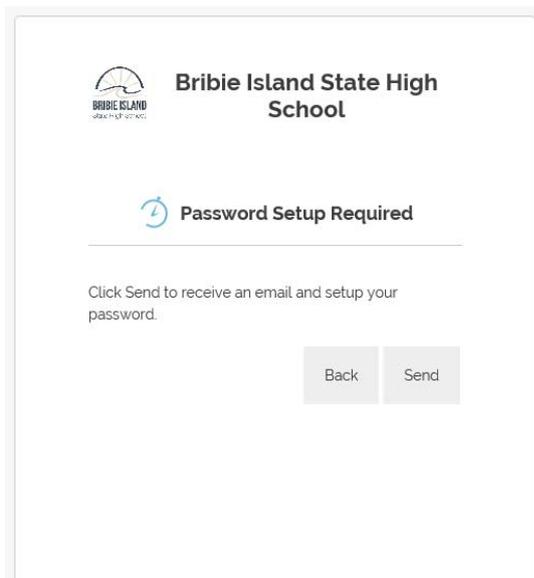
 **Bribie Island State High School**

 Please enter your email

Email

Login

2. Enter your email address, the first time you login you will be prompted to setup your password.
Please use the same email you provided to the school for contact.



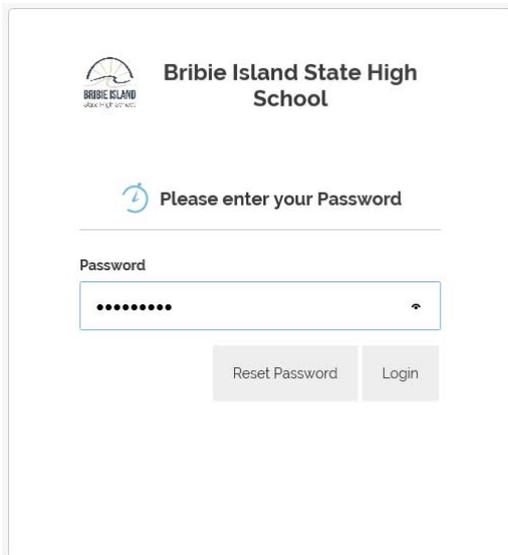
 **Bribie Island State High School**

 Password Setup Required

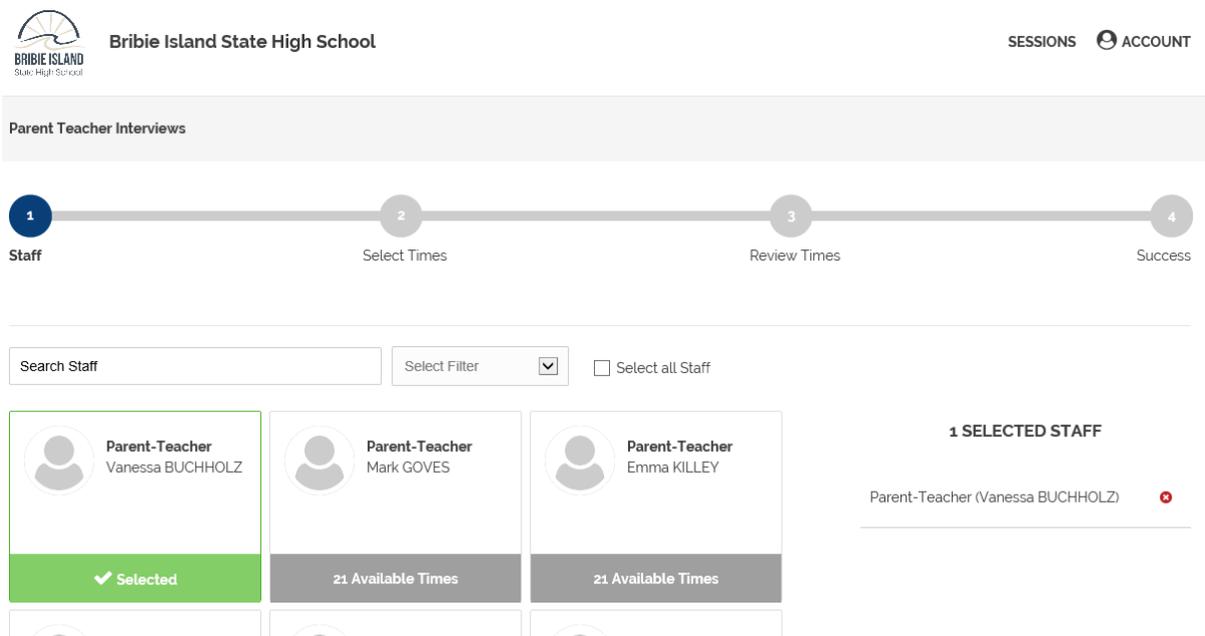
Click Send to receive an email and setup your password.

Back Send

3. Follow the directions in the password setup email, you will be returned to the login screen after setting your password.



4. Select the Teacher you wish to book, click Next (bottom of page)



5. Select your preferred time slot and click Next

 **Bribie Island State High School** SESSIONS  ACCOUNT

Parent Teacher Interviews

Progress: 1 Staff 2 **Select Times** 3 Review Times 4 Success

Parent-Teacher
Vanessa BUCHHOLZ

26 Mar 2019

10m 03:00 PM	10m 03:10 PM	10m 03:20 PM	10m 03:30 PM	10m 03:40 PM	10m 03:50 PM
10m 04:00 PM	10m 04:10 PM	10m 04:20 PM	10m 04:30 PM	10m 04:40 PM	10m 04:50 PM
10m 05:00 PM	10m 05:10 PM	10m 05:20 PM	10m 05:30 PM	10m 05:40 PM	10m 05:50 PM
10m 06:00 PM	10m 06:10 PM	10m 06:20 PM			

1 SELECTED TIMES

 **Parent-Teacher (Vanessa BUCHHOLZ)**

 Tuesday, 26 Mar 2019

 03:40 PM (10 Mins)

[Back](#) [Next](#)

6. Review your booking and add any notes to the teacher then click Next

 **Bribie Island State High School** SESSIONS  ACCOUNT

Parent Teacher Interviews

Progress: 1 Staff 2 **Select Times** 3 **Review Times** 4 Success

 **Parent-Teacher**
Vanessa BUCHHOLZ

 **Locked**

 Tuesday, 26 Mar 2019

 3:40 PM (10 mins)

First name *

Last name *

Add note for booking:

7. You will be given an on screen confirmation and an email confirmation will also be sent to you



Parent Teacher Interviews



Staff



Select Times



Review Times



Success

Your booking is complete!



Parent-Teacher
Vanessa BUCHHOLZ

Approved

Tuesday, 26 Mar 2019

3:40 PM (10 mins)

[Book Again](#)

[My Bookings](#)