

Hello Parents/Guardians,

Parent/Teacher interviews will not be in person this year. Parent/Teacher interviews at CMS will be held on **Microsoft Teams** or by **phone**.

Here are the directions to book a Ten-minute Parent/Teacher appointment on Thursday, December 3rd (5:30-8:00pm) or Friday, December 4th (9:00-12:00pm).

Please click the link below to begin


<https://outlook.office365.com/owa/calendar/CampbelltonMiddleSchool1@nbed.onmicrosoft.com/bookings/>

This link will bring you directly to the MS Bookings site for Campbellton Middle School. Please follow the instructions below to learn the steps needed to book your Parent/Teacher interview time.

The screenshot shows the MS Bookings interface for Campbellton Middle School. It includes a calendar for December 2020, a list of available staff (Graham, Michael (ASD-N)), and a table of available times. Red arrows point to specific elements with numbered instructions:

1. Choose December 3rd or 4th.
2. Choose the teacher you want to meet
3. Choose the time of the interview. (Available times are visible)
4. Add your name, e-mail address and phone number.
5. Enter the student's name
6. Enter if you prefer to be contacted ONLINE or by PHONE.
7. Click « Book »

The interface also includes a footer with contact information for Campbellton Middle School and a note that the site is powered by Microsoft Bookings.




Campbellton Middle School


Upcoming booking for
Mike

Parent Teacher Interviews (Dec 3-4, 2020)
Free


7. The details of your appointment appears here. (Time and with whom)



December-03-20
5:30 pm (10 minutes)



Campbellton Middle School (80 Arran St, Campbellton NB, Canada)



Graham, Michael (ASD-N)

Reschedule

Cancel booking

New booking

⌚ All times are in (UTC-04:00) Atlantic Time (Canada)

Campbellton Middle School (80 Arran St, Campbellton, NB, Canada) • (506) 789-2120 • <http://cms.nbed.nb.ca/>

Powered by Microsoft Bookings
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If there are no longer any times available to meet, you can contact the teacher by e-mail. All of the e-mail addresses for teachers can be found on our school website (cms.nbed.nb.ca) under the “staff” tab. You can also call the school at 789-2120.

You will receive a confirmation e-mail with your booking information

There is a link in your e-mail to join the MS Teams meeting.

Click the link

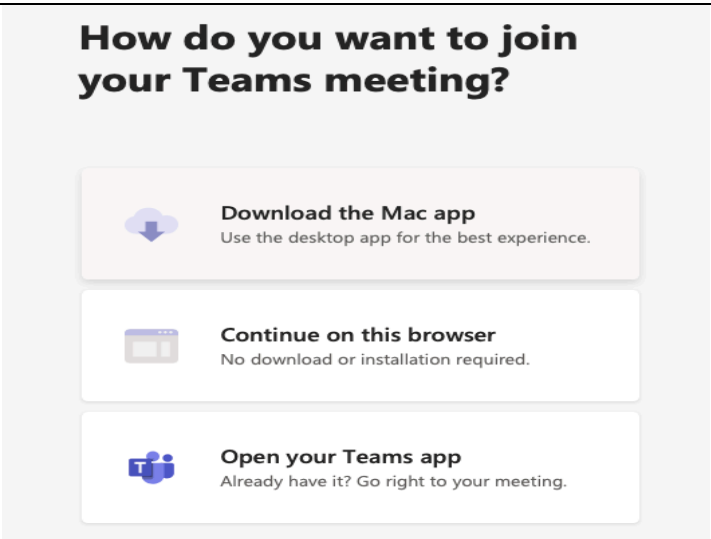
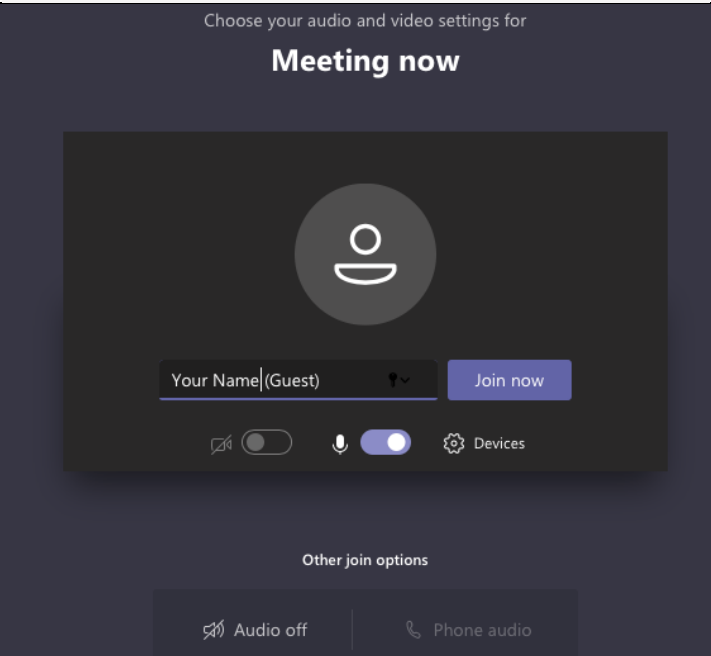
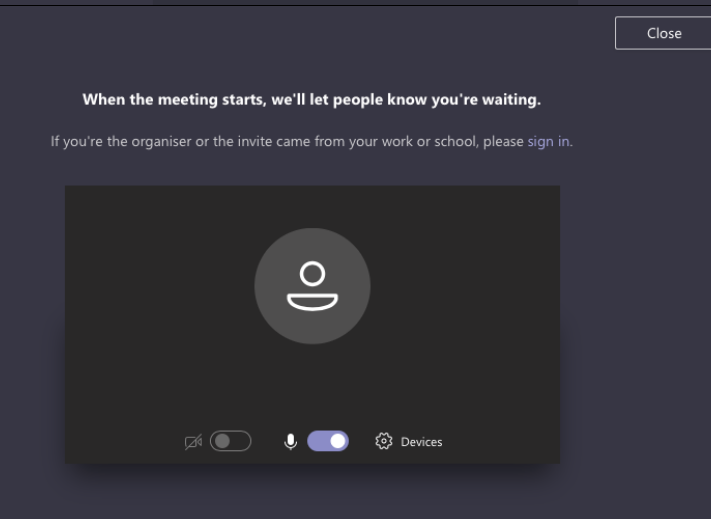
Your appointment will be with Graham, Michael (ASD-N).

Campbellton Middle School
Campbellton Middle School (80 Arran St, Campbellton, NB, Canada)
(506) 789-2120
<http://cms.nbed.nb.ca/>

[Manage Booking](#)

Join Teams Meeting

https://teams.microsoft.com/l/meetup-join/19%3ameeting_MzlkOGY0NzMiNDY4NS00OTk1LWJlODhNWE3MTU4MDNmZGI4%40thread_v2/0?context=%7b%22Tid%22%3a%224d2b5fd1-c4d2-4911-8709-68cc2f465c9f%22%2c%22Oid%22%3a%22225baa1d-d02-4aee-bea8-2aaaf18a816%22%7d

<p>After clicking the link you will be asked you how you would like to join the meeting.</p> <p>You may be prompted to download the PC or Mac App, or to continue on your browser (Chrome, Edge Safari)</p> <p>If the MS Teams is already installed on your device, it will be used it by default.</p>	
<p>Parent/Teacher interviews are 10 minutes each. Please make sure to open up the meeting in MS Teams prior to the scheduled time in order not to waste time.</p> <p>If you are doing the interview by MS Teams, please test the computer ahead of time to see if all is working properly.</p> <p>Once you have clicked the link, you will be prompted to put in your name and click “Join Now”</p>	
<p>Please wait for the teacher to join you in your “Parent/Teacher Meeting”</p> <p>If you run into problems during the parent teacher interviews, please contact the school at 789-2120 or 789-2133.</p>	

Thank you for your patience as we use this new platform for the first time.