

DESERT HEIGHTS CHARTER SCHOOLS

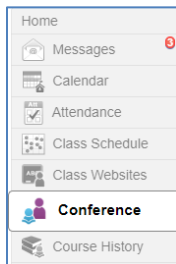
Steps to Schedule Parent Teacher Conferences in ParentVUE

Use the following steps to schedule a conference with a teacher who has indicated the information is available on ParentVUE.

1. Login to the website version of ParentVUE => portal.dhschools.org

Note: The mobile app version does not work with conference scheduling, so the website version is required.

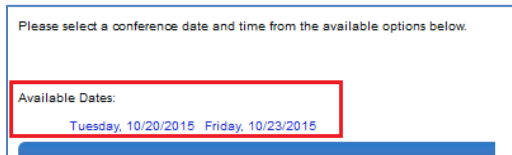
2. Select the appropriate student.
3. From the left navigator select "Conference".



4. In the upper right corner, select the "Parent Scheduled Conferences" option.



5. Select the preferred conference date from the list of available dates.



6. Locate and select your preferred conference time for the date selected.

Parent Scheduled Conferences		
10/7/2019	Conference Time	Stefanie Haldiman HSE English 3A location: my class
Monday, 10/7/2019	8:00 AM	<input checked="" type="checkbox"/> Selected conference time
Monday, 10/7/2019	8:15 AM	-

7. A confirmation message will display in the upper right corner. Click "Email Schedule" to have the information sent to you via email.

