

- Log into your [Family Access Account](http://www.teaneckschools.org)

How to know the Student ID

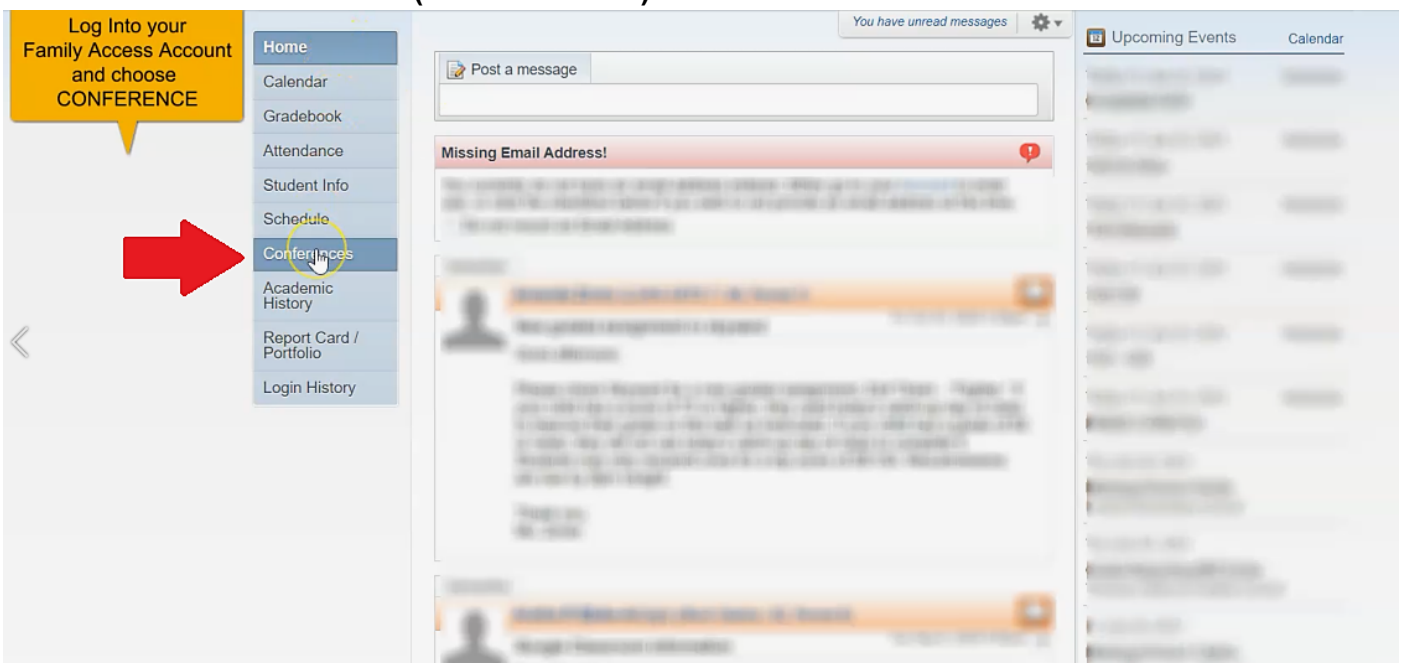
Summary

1- Go to your Family Access account at www.teaneckschools.org and on the top tab choose **SKYWARD**.

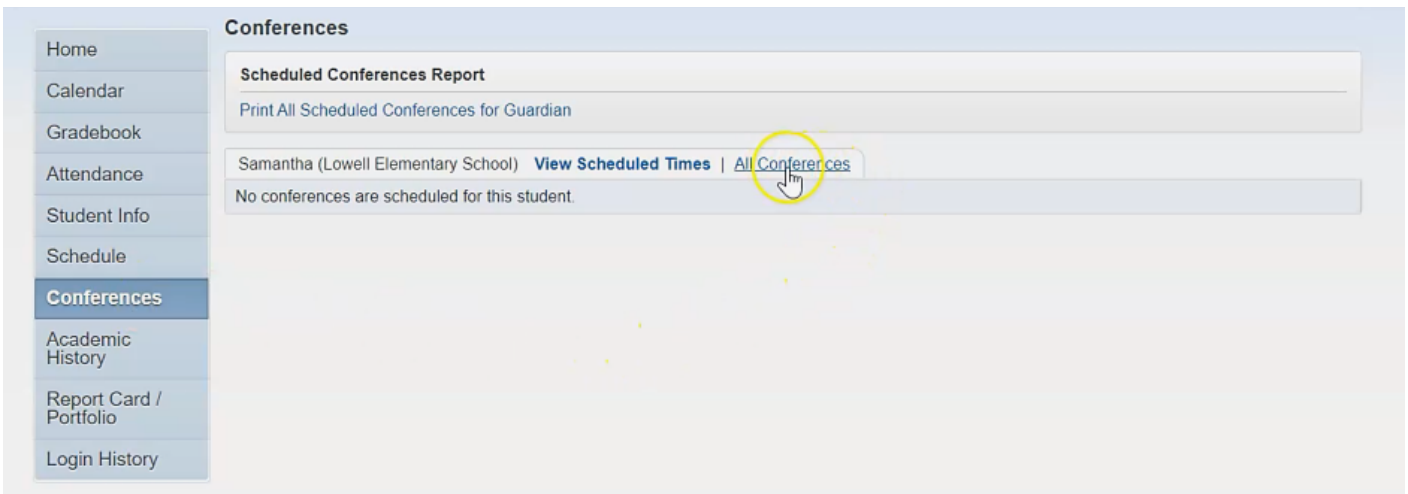
2- Login with your Family Access username and password. If you do not remember, click on **FORGOT LOGIN/ PASSWORD**. The system will send an email with the account information.

3- Once you are in Family Access, browse to the **STUDENT INFO** Tab, the student ID is the number on the left side with the label **OTHER ID**.

- Click on Conference (left-side menu).



- Click on All Conferences.



- This opens up the schedule where you can “select a time”.

Conferences

Scheduled Conferences Report

Print All Scheduled Conferences for Guardian

Samantha (Lowell Elementary School) [View Scheduled Times](#) | [All Conferences](#)

Teacher Conferences	Status	Building/Room
Period 0 9:00 AM - 3:30 PM	Not Yet Scheduled (Select a Time)	Homeroom 01
Period 0 9:00 AM - 3:30 PM	Not Yet Scheduled (Select a Time)	1
Period 0 9:00 AM - 3:30 PM	Not Yet Scheduled (Select a Time)	007 / GYM
Period 0 9:00 AM - 3:30 PM	Not Yet Scheduled (Select a Time)	007 / Art Room
Period 0 9:00 AM - 3:30 PM	Not Yet Scheduled (Select a Time)	007 / Cafeteria

- A new window will open with the full schedule available. Select the desired time slot to see a window with the details pop up. Hit “save”.

Conferences

Schedule

Print All S...

Samantha

Teacher C

Conference Time Slots	Status	Building/Room
Thu Feb 11, 2021 1:00 pm - 1:15 pm	Open	Select
Thu Feb 11, 2021 1:15 pm - 1:30 pm	Open	Select
Thu Feb 11, 2021 1:30 pm - 1:45 pm	Open	Select
Thu Feb 11, 2021 1:45 pm - 2:00 pm	Open	Select
Thu Feb 11, 2021 2:00 pm - 2:15 pm	Open	Select
Thu Feb 11, 2021 2:15 pm - 2:30 pm	Open	Select
Thu Feb 11, 2021 2:30 pm - 2:45 pm	Open	Select
Thu Feb 11, 2021 2:45 pm - 3:00 pm	Open	Select
Thu Feb 11, 2021 3:00 pm - 3:15 pm	Open	Select
Thu Feb 11, 2021 3:15 pm - 3:30 pm	Open	Select
Thu Feb 11, 2021 3:30 pm - 3:45 pm	Open	Select
Thu Feb 11, 2021 3:45 pm - 4:00 pm	Open	Select
Thu Feb 11, 2021 4:00 pm - 4:15 pm	Open	Select
Thu Feb 11, 2021 4:15 pm - 4:30 pm	Open	Select
Thu Feb 11, 2021 4:30 pm - 4:45 pm	Open	Select
Thu Feb 11, 2021 4:45 pm - 5:00 pm	Open	Select
Thu Feb 11, 2021 5:00 pm - 5:15 pm	Open	Select
Thu Feb 11, 2021 5:15 pm - 5:30 pm	Open	Select
Thu Feb 11, 2021 5:30 pm - 5:45 pm	Open	Select
Thu Feb 11, 2021 5:45 pm - 6:00 pm	Open	Select

Building/Room
007 / 103
007 / 103
007 / GYM
007 / Art Room
007 / Cafeteria

- You'll see the home scheduling page again and if you click "view scheduled times," you can see the conferences you have chosen.

Conferences

Scheduled Conferences Report

Print All Scheduled Conferences for Guardian

Samantha (Lowell Elementary School) [View Scheduled Times](#) | All Conferences

Teacher Conferences	Status	Class	Building/Room
Period 0 9:00 AM - 3:30 PM	Scheduled Thu Feb 11, 2021 from 1:15 PM - 1:30 PM	Homeroom 01	007 / 103
Period 0 9:00 AM - 3:30 PM	Not Yet Scheduled (Select a Time)		007 / 103
Period 0 9:00 AM - 3:30 PM	Not Yet Scheduled (Select a Time)		007 / GYM
Period 0 9:00 AM - 3:30 PM	Not Yet Scheduled (Select a Time)		007 / Art Room
Period 0 9:00 AM - 3:30 PM	Not Yet Scheduled (Select a Time)		007 / Cafeteria

- You can also unschedule. A window will open for you to confirm "deselecting a time slot" and hit "save". You can now redo the whole process to select another conference time.

Conferences

Scheduled Conferences Report

Print All Scheduled Conferences for Guardian

Samantha (Lowell Elementary School) [View Scheduled Times](#) | All Conferences

Scheduled Teacher Conferences	Status	Class	Building/Room	Notes
Thu Feb 11, 2021 from 1:15 PM - 1:30 PM	Scheduled (Unschedule)	Homeroom 01		

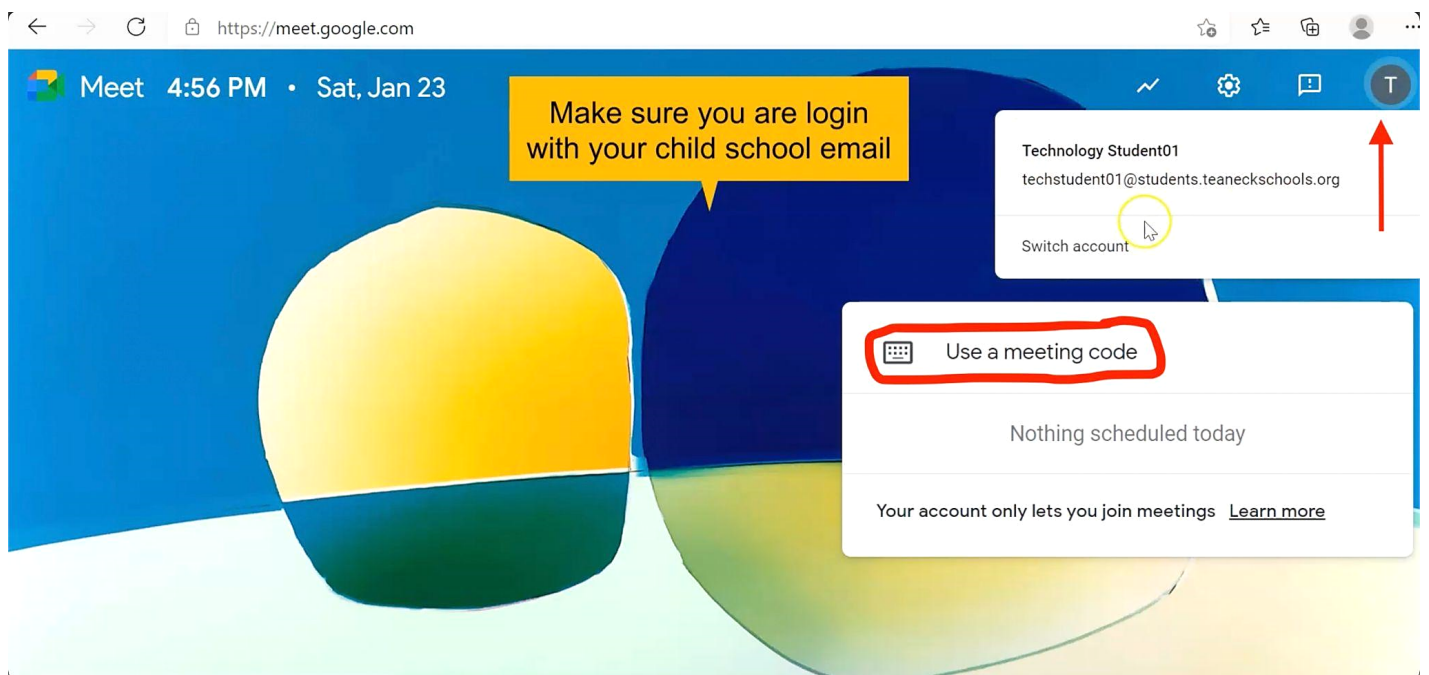
Once selected a time,
you can Unschedule for another time

CONFERENCE: GOOGLE MEET DIRECTIONS

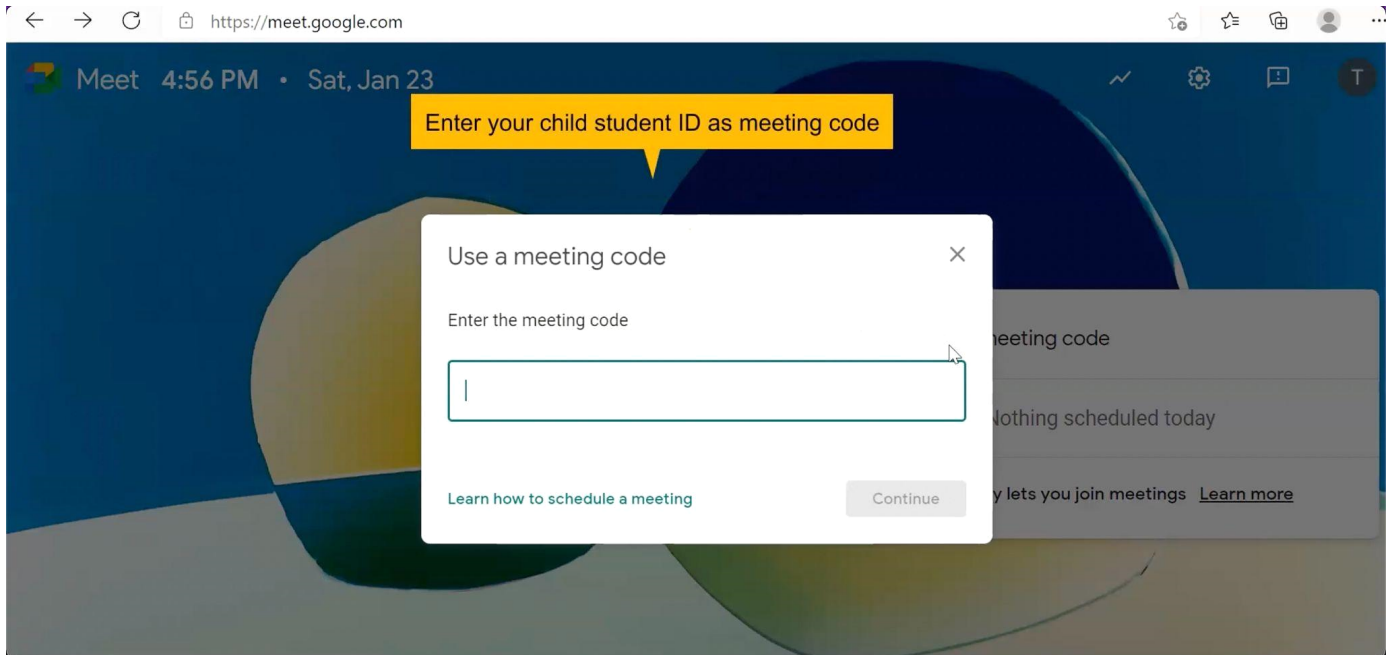
Google Meet for Parent Teacher Conferences Summary

1. Using your child's chromebook, **log in with your child login and password information.**
2. Once logged in, please go to the following website: <https://meet.google.com>
3. On the Google Meet page you will find a box that looks like this:
+ join or start a meeting.
In this box you will enter your child's ID number. (Their ID number can be found in Skyward through Family Access).
4. Once you enter your child's ID number you will enter the meet. Please wait for your child's teacher to arrive.
5. Please be prompt; you have a limited time with each teacher and the meet will close after the allotted time.
6. If you experience technical difficulties and cannot enter the google meet, please email the teacher immediately to set up a new conference at a later date.

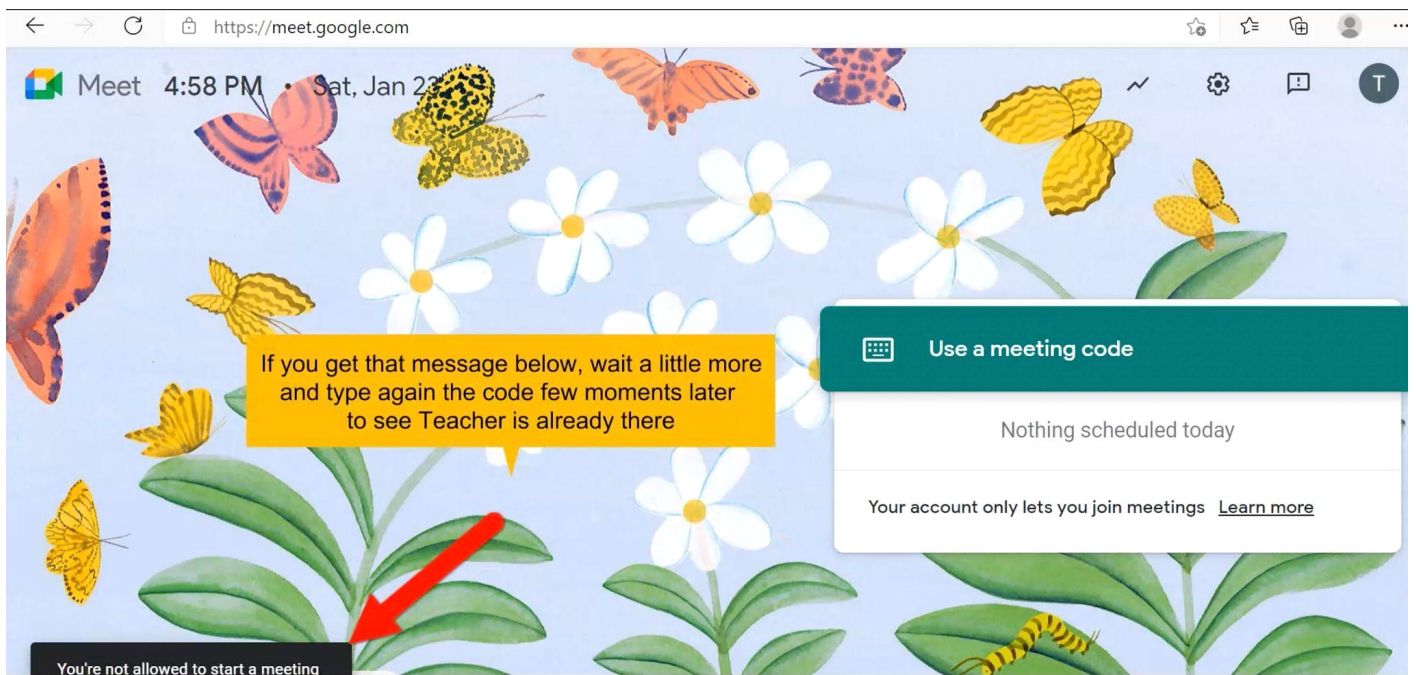
- Once you have opened meet.google.com on your child's Chromebook, click on the upper right-hand corner icon to make sure you are signed into your child's account. Click on "use a meeting code."



- Enter the student ID # into the meeting code box and hit “continue”.



- If you get the following message, it is because the teacher has not started the video call yet. Wait a few minutes then try to join again.



- If you get this window, join the video call.

