

Scheduling an Appointment with PickATime

Granite Connection will hold Parent Teacher Conferences on Monday, September 19 from 4:00 – 7:00 PM only.

You can use PickATime to schedule virtual or phone conferences.

If you would like to meet in person you can just show up at the school. We will have a taco truck for all who come in person (until the tacos run out).

1. Go to <https://pickatime.com/granitesd>.
2. Click 'Login/Create Account'.
3. Fill in the required information and click 'OK'.

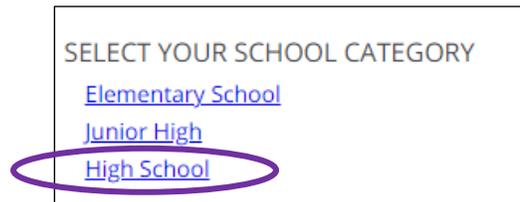
Login/Create Account

If you have previously created an account, use the same information to log-in.



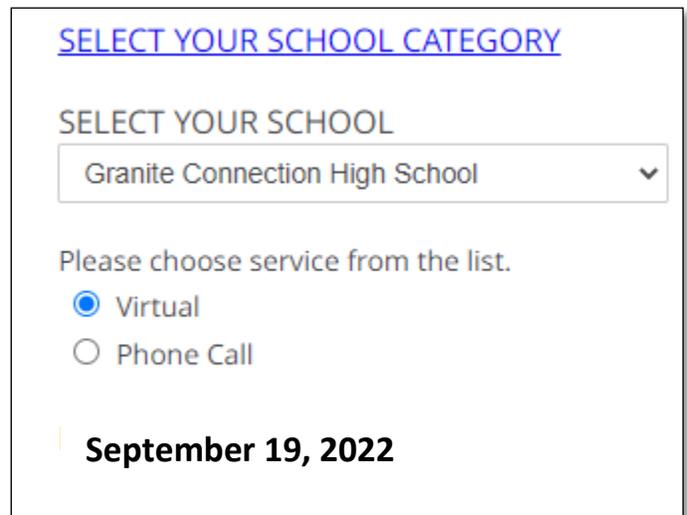
The screenshot shows the Granite School District registration page. At the top is the Granite School District logo. Below it, a red error message states "Required fields must be filled in." A dark blue header bar reads "Granite School District requires the following information". The form contains several fields: "Email address *", "Confirm Email address *", "First Name *", "Last Name *", "Password *", and "Confirm Password *". Each field has a corresponding input box. At the bottom right, there is a note "Required information is indicated by *". At the bottom left, there is a "Click OK to register" label followed by "OK" and "Cancel" buttons.

4. Once your account is created, you will select the school category hyperlink.



The screenshot shows a form titled "SELECT YOUR SCHOOL CATEGORY". It contains three hyperlinks: "Elementary School", "Junior High", and "High School". The "High School" link is circled in purple.

5. Select your school from the list then add your student by typing in their student ID (their 9 number) and birthdate, click 'Add'.



The screenshot shows a form titled "SELECT YOUR SCHOOL CATEGORY" and "SELECT YOUR SCHOOL". It features a dropdown menu with "Granite Connection High School" selected. Below the dropdown, it says "Please choose service from the list." and has two radio button options: "Virtual" (which is selected) and "Phone Call". At the bottom, the date "September 19, 2022" is displayed.

- Next, select the type of service and date for your appointment.

Conferences will be by ZOOM or a phone call.

[SELECT YOUR SCHOOL CATEGORY](#)

SELECT YOUR SCHOOL

Granite Connection High School

Please choose service from the list.

Virtual

Phone Call

September 19, 2022

- On the next screen, you will select a time by clicking on the correct color and time slot. If your student has multiple teachers/courses, you will need to pay attention to the color coding to know which teacher you are scheduling to see.

NOTE: This is where you will add other students you have in the school by typing in the Student ID and birthdate and click 'Add'.

Click on the colored box below to book your preferred time slot. Each color represents a different teacher. See the legend for teacher color assignments. Click 'Your Schedule' above to hide your appointment(s).

Legend

Appt scheduled for you
 Appt Unavailable

Teachers of M

- M 2D - Mathematics(MATH-17)
- M 2D - Science(SCIENCE-12)
- M 2D - HOME ROOM 4(944400-2)
- M 2D - English Language Arts(ELA-20)
- W Y - 4th Grade(OTHER-1)

MY EZ ✕

Sep 2021

Wed 29

3:00 PM					
3:05 PM					
3:10 PM					
3:15 PM					
3:20 PM					
3:25 PM					
3:30 PM					
3:35 PM					
3:40 PM					
3:45 PM					
3:50 PM					
3:55 PM					
4:00 PM					
4:05 PM					
4:10 PM					

Students without classes: MIC EZ ✕

Please enter your child's information below. If you have multiple children at the school, simply add one at a time.

Student ID

Student's birthday

Add

- Once you select the time slot for the associated teacher, a new screen will show the appointment date/time and teacher. If this is correct, click 'Create Appointment'. If this is not correct, click 'Return'.

You are scheduling an appointment with ME at 03:45 PM on September 29, 2021.

Create Appointment
Return

- After you click 'Create Appointment' you will be brought back to the main scheduling screen and a message will appear letting you know your appointment is confirmed.

Appointment confirmed for September 29, 2021!

Your Schedule All Edit Profile/Change Password Printable schedule Logout

September 29, 2021 at 03:45 PM, Granite School District - MEI Cancel Details Change time

SELECT YOUR SCHOOL CATEGORY

SELECT YOUR SCHOOL

COPPER HILLS ELEMENTARY

September 29, 2021

Click on the colored box below to book your preferred time slot. Each color represents a different teacher. See the legend for teacher color assignments. Click 'Your Schedule' above to hide your appointment(s).

Legend

Appt scheduled for you
 Appt Unavailable

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- ME - Mathematics(MATH-17)
- ME - Science(SCIENCE-12)
- ME - HOME ROOM 4(944400-2)
- ME - English Language Arts(ELA-20)
- W Y - 4th Grade(OTHER-1)

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