



MARGARET PARK SCHOOL

SEVEN OAKS SCHOOL DIVISION

385 Cork Avenue | Winnipeg, MB | R2V 1R6
204.338.9384 (p) | 204.334.6876 (f)

Principal: Mr. Fortunato Lim
Vice Principal: Mrs. Jillian Green

Dear Margaret Park Families,

For the upcoming Family/Teacher Conferences, we are asking you to use Parent Connect to book your conferences.

Parent Connect allows families to:

- Schedule Family/Teacher Conference times
- View report card marks and comments
- Review attendance (real time to current day)
- View and edit demographics (address, guardian and emergency contact information)
- Send messages to teachers

We understand that some families do not have computer access. Please ask your child's teacher for paper copies of newsletters and other "mailings". For parents who have forgotten their password or have never logged on, please follow the instructions below.

HOW TO LOG ONTO PARENT CONNECT AND BOOK AN APPOINTMENT

1. <http://www.7oaks.org/school/margaretpark/Pages/default.aspx>
2. Click on 'Parents' (top right side of screen)
3. Click on 'Parent connect via email'
4. Enter your email address
5. Click on 'forgot my password'
6. A box will appear
7. Enter your email address again
8. Click on 'email me my current password' (then check email for new Password)
9. Log onto Parent Connect using your new password
10. Click on 'Get Student'
11. Your child's information will appear.
12. Click on the 'Interview' tab under the Parent connect border
13. The interview times will appear on the left hand side of the page
14. To see all the interview times click 'next' Found at the bottom of the page.
15. Click on one of the available times for the homeroom teacher. Phys-ed & Music are optional (please call the office to book)