


Step 1

Go to www.teacherreacher.com

<p>On the main page, click on sign up</p> <p>Choose District: Use the drop down and locate your district.</p> <p>Parent First Name: Insert your first name.</p> <p>Parent Last Name: Insert your last name.</p> <p>Parent Email: Insert your email address.</p> <p>Password: This will be your password to access TeacherReacher. Don't put the password to access your Email account.</p> <p>Verify Password: Type the same password again.</p> <p>Parent Contact Number: Use either your home phone or your cell phone.</p> <p>Click Create Account once.</p>	 <p>The screenshot shows the "Create a TeacherReacher Account" page. It includes a header with navigation links like "WHY TEACHERREACHER?", "SUPPORT", "ABOUT US", and "CONTACT US". The main content area has a form with fields for "First Name", "Last Name", "Email", "Password", and "Verify Password". A "Create Account" button is visible. Below the form, there are instructions for parents to check their email for an activation link. The Nassau BOCES logo is at the bottom of the page.</p>
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Step 2


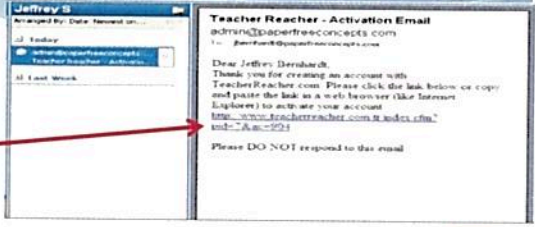
Go into your personal Email account

Sign into your e-mail account for an e-mail from admin@teacherreacher.com or admin@paperfreeconcepts.com

Open e-mail and click the link inside to activate your TeacherReacher account .

The Account Activated page will appear once your parent account is activated.

Bring your mouse to Login and click PARENT.



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Step 3

Log in using your email and recently created password.

Choose the district.

Click Login.



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Click Parent Teacher


TeacherReacher®
MY ACCOUNT CONFERENCE SCHEDULES ADD CHILD SUPPORT LOGOUT



PARENT TEACHER →



EVENTS →



SEMINARS →

A new window will appear. Click here to view Conferences.
Click in the box: [Click here to view Conferences.](#)

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Add Children

TeacherReacher®
MY ACCOUNT SCHEDULES ADD CHILD SUPPORT LOGOUT

Parent Boces's PTC Schedule					
Core					
Date/Time	Room	Teacher	Student	Swap	Delete
No Meetings Scheduled					
Elective					
Date/Time	Room	Teacher	Student	Swap	Delete
No Meetings Scheduled					
RETRIEVE SCHEDULE					

No Children Registered.

[Click Here To Add Children To Your Account](#)

Click this link to add your child(ren) to your account.

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Add Children

1. Select the school.
2. Enter child's first name (as registered in the school).
3. Enter child's last name (as registered in the school).
4. Enter the child's Birth Date.
5. Click "Find Student"
6. Select the correct student from the list.
7. Click "Add Student".
8. Repeat steps 1-7 for each child.

CURRENT CHILDREN	
No Children Registered	
SEARCH DATABASE	
Choose School	▼
First Name:	Student Student
Last Name:	Student Student
Birth Date:	Jan 1 2015
Find Student	
SEARCH RESULTS	
Student Found	
Name	Grade Student ID
Student Student	9 020000000012
Add Student	

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Schedule Appointments

TeacherReacher MY ACCOUNT **SCHEDULERS** ADD CHILD SUPPORT LOGOUT

1. Move your mouse to Schedulers.
2. Then click on Parent Teacher.

Parent Boces's PTC Schedule				
Date/Time	Room	Teacher	Student	Swap Delete
No Meetings Scheduled				
Elective				
Date/Time	Room	Teacher	Student	Swap Delete
No Meetings Scheduled				
RETRIEVE SCHEDULE				

Conference Dates							
Student	Appointment Total						
October 2015	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>Type</td> <td>Current / Max Appts</td> </tr> <tr> <td>Core</td> <td>0 / 8</td> </tr> <tr> <td>Elec.</td> <td>0 / 0</td> </tr> </table>	Type	Current / Max Appts	Core	0 / 8	Elec.	0 / 0
Type	Current / Max Appts						
Core	0 / 8						
Elec.	0 / 0						
October 29, 2015 10/29/15 Scheduling Closed	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>Type</td> <td>Current / Max Appts</td> </tr> <tr> <td>Core</td> <td>0 / 8</td> </tr> <tr> <td>Elec.</td> <td>0 / 0</td> </tr> </table>	Type	Current / Max Appts	Core	0 / 8	Elec.	0 / 0
Type	Current / Max Appts						
Core	0 / 8						
Elec.	0 / 0						

3. Click Make Appt.

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Click on Dept or Alpha or My Teachers

TeacherReacher MY ACCOUNT SCHEDULERS ADD CHILD SUPPORT LOGOUT

1. Click on Dept or Alpha or My Teachers.
2. Click on a teacher.
3. Choose an available time.
4. Click the "Make Appointment" button. This will return you to the main page of TeacherReacher.
5. Click on "Make Appt" Button.

For additional appointments repeat steps 1-4 again.

The screenshot shows the 'DEPT' tab selected, with a list of departments including Core, ART, MUSIC, BUSINESS, ENGLISH, ESL, FOREIGN LANGUAGE, HEALTH, INDUSTRIAL ARTS, LOTE LANGUAGE OTHER THAN ENG, MATHEMATICS, MUSIC, PHYSICAL EDUCATION, SCIENCE, SOCIAL STUDIES, SPECIAL EDUCATION, TAD, TECHNOLOGY, and THE ARTS. To the right, a table lists appointment times for various subjects, with columns for 'Time', 'Subject', and 'Status'.

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After scheduling you can print your schedule or email it to yourself.

What you are scheduled for

Parent Boces's PTC Schedule					
Core					
Date/Time	Room	Teacher	Student	Swap	Delete
10/22/15 12:50 - 12:55		Goldberg	Student Student	Swap	Delete
10/22/15 1:30 - 1:35		Beach	Student Student	Swap	Delete
Elective					
Date/Time	Room	Teacher	Student	Swap	Delete
No Meetings Scheduled					

RETRIEVE SCHEDULE
Optional

Make more appointments

Conference Dates		
Student	Date	Appointment Total
Student Student	October 2015 9/27/15	Type: Current / Max Appts
	Make Appt.	Core: 2/8
		Elec: 0/8
Student Student	October 28, 2015 10/28/15	Type: Current / Max Appts
	Scheduling Closed	Core: 0/8
		Elec: 0/0

Parent Boces's Schedule

View by: All Dates (1)
All Students (1)

Date/Time	Room	Teacher	Student
10/21/15 12:51 - 12:55		Goldberg	Student Student
10/21/15 1:30 - 1:35		Beach	Student Student

CLICK TO PRINT CLICK FOR EMAIL

Click the date of the conference (if not correct)

Click on your child's name

Click on whether you want it printed or e-mailed to you

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