Parents' Guide: Parent Engagement Session (PES) Booking (via desktop site)

1. Type in the following URL in your internet browser to go to the School's LMS **Parent Portal**:

http://lms.asknlearn.com/serangoon_ss

2. Key in your child's userID. Password for first time login is 'parents'.**

** If you have trouble logging in, you may contact the LMS Helpdesk at lmssuport@wizlearn.com or 6777 9661

3. Go to **TOOLS > CONSULTATION BOOKING**

![Wizlearn Technologies]
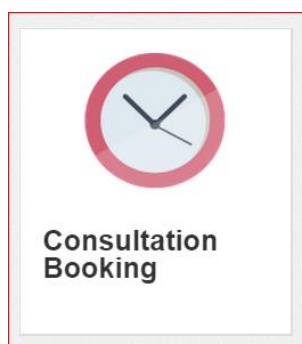
4. You will be directed to the date of the PTM which is set by the school. After which, you are to
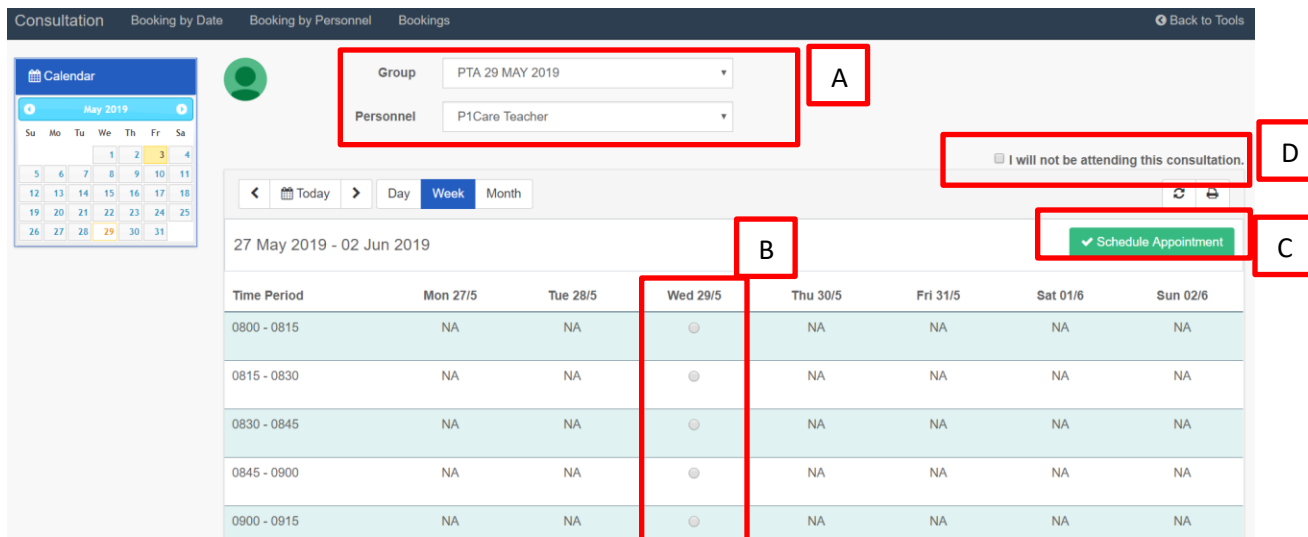
(A) Select the category & teacher

(B) Select a timeslot

(C) Click on **SCHEDULE APPOINTMENT** button to make appointment

(D) Click on this check box if you are not making any appointment.
If you are meeting more than one personnel, the booking will have to be made one at a time
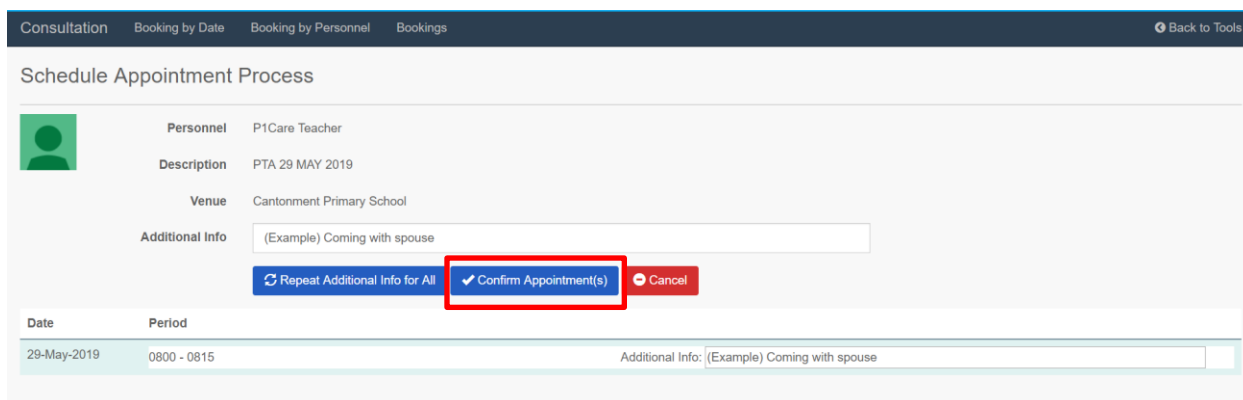
EXAMPLE:

5. Add in additional info and click on **CONFIRM APPOINTMENT** button to confirm appointment.

6. You will see the confirmation slip to print for your own reference. An email notification will also be sent to your email.

7. To delete your scheduled appointment, click on BOOKINGS

EXAMPLE: