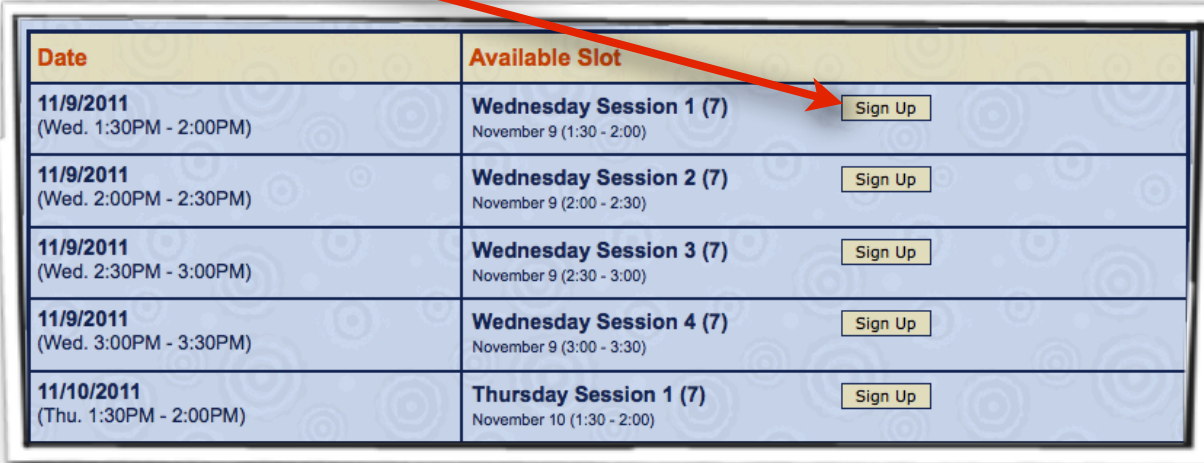


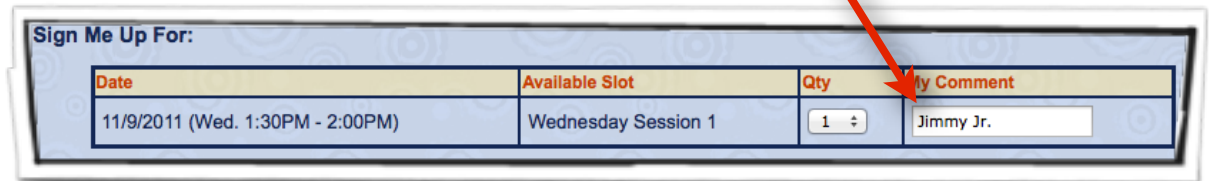
Instructions: How to Sign Up for an OMS Middle School Parent/Teacher Conference

1. Go to <http://signupgenius.com/go/middle151>.
2. Scroll down and click on the "Sign Up" button for the date and time you desire. Up to seven different families are able to sign up for each time slot.



Date	Available Slot	Sign Up
11/9/2011 (Wed. 1:30PM - 2:00PM)	Wednesday Session 1 (7) November 9 (1:30 - 2:00)	Sign Up
11/9/2011 (Wed. 2:00PM - 2:30PM)	Wednesday Session 2 (7) November 9 (2:00 - 2:30)	Sign Up
11/9/2011 (Wed. 2:30PM - 3:00PM)	Wednesday Session 3 (7) November 9 (2:30 - 3:00)	Sign Up
11/9/2011 (Wed. 3:00PM - 3:30PM)	Wednesday Session 4 (7) November 9 (3:00 - 3:30)	Sign Up
11/10/2011 (Thu. 1:30PM - 2:00PM)	Thursday Session 1 (7) November 10 (1:30 - 2:00)	Sign Up

3. Type the name of the child for whom you are scheduling a conference in the "My Comment" field. Do not change the quantity.



Date	Available Slot	Qty	My Comment
11/9/2011 (Wed. 1:30PM - 2:00PM)	Wednesday Session 1	1	Jimmy Jr.

4. Keep the "I'm new to SignUpGenius" radio button checked and fill in the First Name, Last Name, Email, Password, and Password Confirm fields. The same password must be typed in the Password and Password Confirm fields. Make sure to write down the email address you used as well as your password and keep them in a safe place as you will probably need this information in the future. You will not receive any junk email for signing up.

5. After filling in this information, click on the "SIGN UP" button.



I'm a SignUpGenius member
 I'm new to SignUpGenius

We are as concerned about your privacy as you are. Read our [Privacy Policy](#).

First Name * Jimmy
Last Name * Dean
Email * jimmydean@gmail.com
Password *
Password Confirm *

SIGN UP Cancel



Date	Available Slot	Sign Up
11/9/2011 (Wed. 1:30PM - 2:00PM)	Wednesday Session 1 (7) November 9 (1:30 - 2:00)	✓ Jimmy Dean Jimmy Jr. EDIT DELETE
11/9/2011 (Wed. 2:00PM - 2:30PM)	Wednesday Session 2 (7) November 9 (2:00 - 2:30)	Sign Up

6. After pressing the "SIGN UP" button, you will be taken back to the main sign-up page. If you were successful, your name will appear in the appropriate time slot.