ST EDWARD'S COLLEGE

A CATHOLIC SCHOOL IN THE EDMUND RICE TRADITION

Where young men achieve

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LIABILITY OF THE MEMBERS IS LIMITED

EDMUND RICE EDUCATION
AUSTRALIA
www.erea.edu.au

Dear Parents/Carers

St Edward's College is pleased to introduce an online teacher interview booking system. Accessing the system is possible by 3 quick steps.

Step 1: Access PTO to receive your login details.

- In your web browser go to the following website.

https://bookings.parentteacheronline.com.au?school=p4myt

- Click on Obtain PIN/Password

St Edward's College

Obtain PIN/Password

Login

- Enter your email address than **click** on send email

St Edward's College

Obtain PIN/Password

Email Address:

Send email
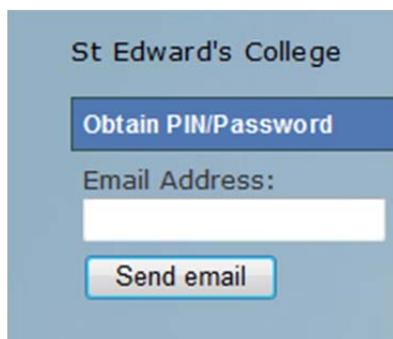
- Please check your email for a message from ptoemail@countrynet.net.au which will contain your login details:
Surname/Login: (Your Login)
PIN/Password: (Your PIN)

Step 2: Login into PTO

- Return to the website:

https://bookings.parentteacheronline.com.au?school=p4myt

- Type in your : Surname/Login
- Type in your: PIN/Password

Login

Surname/Login:
PIN/Password:

Log In
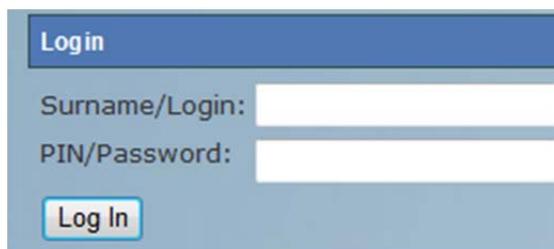
Step 3: Selecting your booking times

- You are now ready to make bookings, follow the online instructions to complete the process.
- Once the steps are completed you can print or email you bookings.

Important notes:

This icon indicates that the teacher has requested you book an interview.

If you encounter any problems using PTO please contact the school office on 4321 6400