



## How to attend your appointment via video call.

- Login to Parents Evening using the Weduc Parents Evening button or the link at the bottom of your appointment confirmation email.
- Press the button to join your appointment - accept access to your microphone and/or camera.
- On this screen you will see your child's teachers' name, a countdown to the start of the appointment and controls for the microphone/camera.
- Click on the *Start Appointment* button. When the teacher joins the call, you will see them in the main part of the screen.
- In a blue bar at the top of the screen the appointment time of 6 minutes will count down until it changes to red during the last 10 seconds at which time the appointment will automatically end.

**Please note if you are late or leave and rejoin the call the timer does not reset and the appointment will end at the scheduled time**

If you have a consecutive appointment scheduled the screen will display a

*Start Next Appointment* button.