

**Your Details**

Title: Mrs, First Name: Rachael, Surname: Abbot, Email: rabbot4@gmail.com, Confirm Email: rabbot4@gmail.com

**Student's Details**

First Name: Ben, Surname: Abbot, Date Of Birth: 20 July 2009

[Log in](#)

## Cam 1: Mewngofnodi

Llenwch y manylion ar y dudalen yna cliciwch y botwm *Mewngofnodi*.

Bydd cadarnhad o'ch apwyntiadau yn cael ei anfon i'r cyfeiriad e-bost a roddwch.

**Parents' Evening**

This parents' evening is an opportunity to meet your child's teacher. Please enter the school via the main entrance and sign in at reception.

Click a date to continue:

Thursday, 16th March [Open for bookings](#)

Friday, 17th March [Open for bookings](#)

[I'm unable to attend](#)

## Cam 2: Dewis Noson Rhieni

Cliciwch ar y dyddiad yr hoffech archebu.

Methu gwneud yr holl ddyddiadau a restrir? Cliciwch *Ni allaf fod yn bresennol*.

**Choose Booking Mode**

Select how you'd like to book your appointments using the option below, and then hit Next.

**Automatic**  
Automatically book the best possible times based on your availability

**Manual**  
Choose the time you would like to see each teacher

[Next](#)

## Cam 3: Dewis Modd Archebu

Dewis awtomatig os hoffech i'r system awgrymu'r amserlen apwyntiadau byrraf bosibl yn seiliedig ar yr amseroedd rydych ar gael i'w mynychu. I ddewis yr amseroedd i archebu gyda phob athro, dewiswch *Manual*. Yna pwyswch *Nesaf*.

Rydym yn argymhell dewis y modd archebu awtomatig.

**Choose Teachers**

If there is a teacher you do not wish to see, please untick them before you continue.

Ben Abbot

Mr J Brown [SENCO](#)

Mrs A Wheeler [Class 11A](#)

[Continue to Book Appointments](#)

## Cam 4: Dewis Athrawon

Os dewisoch y modd archebu awtomatig, llusgwch y llithryddion ar frig y sgrin i nodi'r cynharaf a'r diweddaraf y gallwch ei fynychu.

Dewiswch yr athrawon yr hoffech drefnu apwyntiadau gyda nhw. Mae tic gwyrdd yn dangos eu bod wedi'u dewis. I ddad-ddewis, cliciwch ar yr enw.

**Confirm Appointment Times**

The following appointments have been reserved for two minutes. If you're happy with them, please choose the **Accept** button at the bottom.

	Teacher	Student	Subject	Room
17:10	Mr J Sinclair	Ben	English	E6
17:25	Mrs D Mumford	Ben	Mathematics	M2
17:45	Dr R Minamara	Andrew	French	L4

[Accept Appointments](#) [Cancel Appointments](#)

## Cam 5a (Awtomatig): Archebu Apwyntiadau

Os dewisoch y modd archebu awtomatig, fe welwch apwyntiadau dros dro a fydd yn cael eu cadw am 2 funud. I'w cadw, dewiswch *Derbyn* ar y chwith isaf.

Os nad oedd modd archebu pob athro a ddewiswyd yn ystod yr amseroedd y gallwch eu mynychu, gallwch naill ai addasu'r athrawon yr hoffech gyfarfod â nhw a rhoi cynnig arall arni, neu newid i'r modd archebu *Manual* (Cam 5b).

	Mr J Brown SENCO (A2)	Miss B Patel Class 10E (H3)	Mrs A Wheeler Class 11A (L1)
	Ben	Andrew	Ben
16:30		✓	
16:40			
16:50	+		+
17:00			+

## Cam 5b (Manual): Archebu Apwyntiadau

Cliciwch unrhyw un o'r celloedd gwyrdd i wneud apwyntiad. Mae celloedd glas yn dynodi lle rydych eisoes yn cael apwyntiad. Nid yw celloedd llwyd ar gael.

I newid apwyntiad, rhaid dileu'r gwreiddiol drwy hofran dros y blwch glas a chlicio *Dileu*. Yna dewiswch eilwaith.

Unwaith y byddwch wedi gorffen archebu pob apwyntiad, ar frig y dudalen yn y blwch rhybuddio, cliciwch *yma* i offen y broses archebu.

**Print 10 Appointments**

This page is ready to be printed. Please print the table on the left and then the table on the right when the message is being shown. Printing is available in the main school calendar.

Teacher	Student	Subject	Room
Mr J Brown	Ben	English	E6
Mrs D Mumford	Ben	Mathematics	M2
Dr R Minamara	Andrew	French	L4
Miss B Patel	Andrew	Mathematics	M2
Mr J Brown	Ben	English	E6

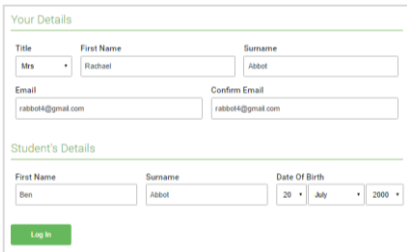
## Cam 6: Gorffen

Mae eich holl archebion bellach yn ymddangos ar y dudalen Fy Archebion. Mae e-bost cadarnhad wedi'i anfon a gallwch hefyd argraffu apwyntiadau drwy bwysio *print*. Cliciwch *Tanysgrifio i'r Calendr* i ychwanegu'r rhain ac unrhyw archebion i'ch calendr yn y dyfodol.

I newid eich apwyntiadau, cliciwch *ar Newid Apwyntiadau*.

# Parents' Guide for Booking Appointments

Browse to <https://ysgolgyfungymraegbromyrdin.schoolcloud.co.uk/>



Your Details

Title: Mrs, First Name: Rachael, Surname: Abbot

Email: rabbot4@gmail.com, Confirm Email: rabbot4@gmail.com

Student's Details

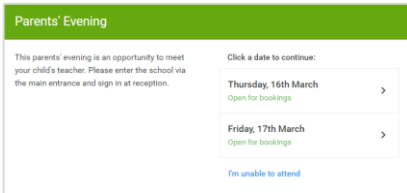
First Name: Ben, Surname: Abbot, Date Of Birth: 20 July 2000

Log In

## Step 1: Login

Fill out the details on the page then click the *Log In* button.

A confirmation of your appointments will be sent to the email address you provide.



Parents' Evening

This parents' evening is an opportunity to meet your child's teacher. Please enter the school via the main entrance and sign in at reception.

Click a date to continue:

Thursday, 16th March  
Open for bookings

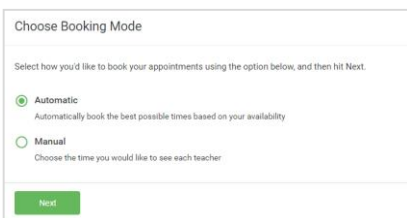
Friday, 17th March  
Open for bookings

[I'm unable to attend](#)

## Step 2: Select Parents' Evening

Click on the date you wish to book.

Unable to make all of the dates listed? Click *I'm unable to attend*.



Choose Booking Mode

Select how you'd like to book your appointments using the option below, and then hit Next.

Automatic  
Automatically book the best possible times based on your availability

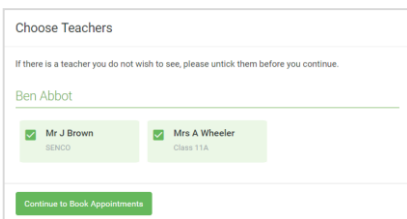
Manual  
Choose the time you would like to see each teacher

Next

## Step 3: Select Booking Mode

Choose *Automatic* if you'd like the system to suggest the shortest possible appointment schedule based on the times you're available to attend. To pick the times to book with each teacher, choose *Manual*. Then press *Next*.

We recommend choosing the automatic booking mode.



Choose Teachers

If there is a teacher you do not wish to see, please unlick them before you continue.

Ben Abbot

Mr J Brown  
SENCO

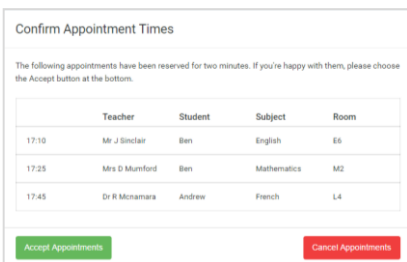
Mrs A Wheeler  
Class 11A

Continue to Book Appointments

## Step 4: Choose Teachers

If you chose the automatic booking mode, drag the sliders at the top of the screen to indicate the earliest and latest you can attend.

Select the teachers you'd like to book appointments with. A green tick indicates they're selected. To de-select, click on their name.



Confirm Appointment Times

The following appointments have been reserved for two minutes. If you're happy with them, please choose the Accept button at the bottom.

Teacher	Student	Subject	Room	
17:10	Mr J Sinclair	Ben	English	E6
17:25	Mrs D Mumford	Ben	Mathematics	M2
17:45	Dr R Monnans	Andrew	French	L4

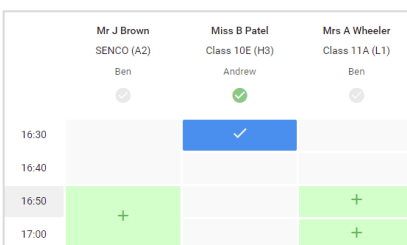
Accept Appointments

Cancel Appointments

## Step 5a (Automatic): Book Appointments

If you chose the automatic booking mode, you'll see provisional appointments which are held for 2 minutes. To keep them, choose *Accept* at the bottom left.

If it wasn't possible to book every selected teacher during the times you are able to attend, you can either adjust the teachers you wish to meet with and try again, or switch to manual booking mode (Step 5b).



	Mr J Brown SENCO (A2)	Miss B Patel Class 10E (H3)	Mrs A Wheeler Class 11A (L1)
	Ben	Andrew	Ben
16:30	⊘	✓	⊘
16:40			
16:50	+		+
17:00			+

## Step 5b (Manual): Book Appointments

Click any of the green cells to make an appointment. Blue cells signify where you already have an appointment. Grey cells are unavailable.

To change an appointment, delete the original by hovering over the blue box and clicking *Delete*. Then choose an alternate time.

You can optionally leave a message for the teacher to say what you'd like to discuss, or raise anything beforehand.

Once you're finished booking all appointments, at the top of the page in the alert box, press *click here* to finish the booking process.



Step 6: Finished

My Bookings

Teacher	Student	Subject	Room	
16:30	Mr J Brown	Ben	English	E6
16:50	Mr J Brown	Ben	English	E6
16:50	Mr J Brown	Andrew	English	E6
16:50	Mrs A Wheeler	Andrew	Mathematics	M2
16:50	Mrs A Wheeler	Andrew	French	L4

## Step 6: Finished

All your bookings now appear on the My Bookings page. An email confirmation has been sent and you can also print appointments by pressing *Print*. Click *Subscribe to Calendar* to add these and any future bookings to your calendar.

To change your appointments, click on *Amend Bookings*.