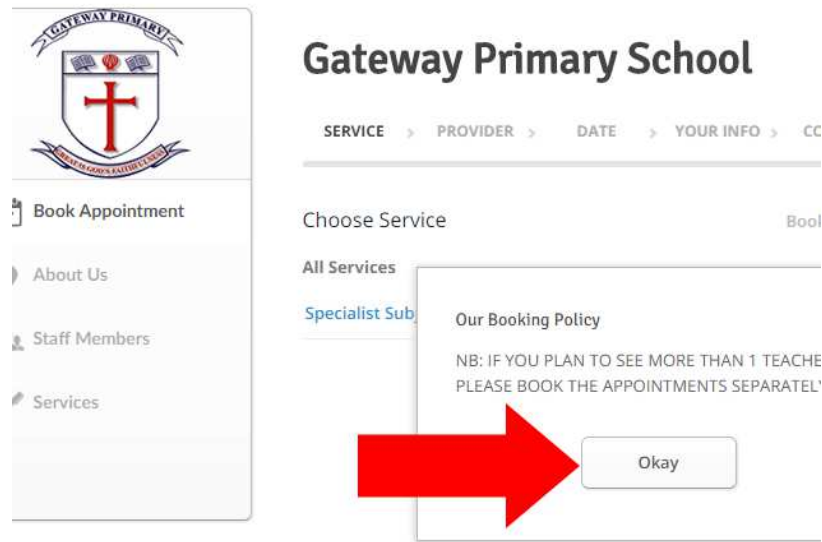
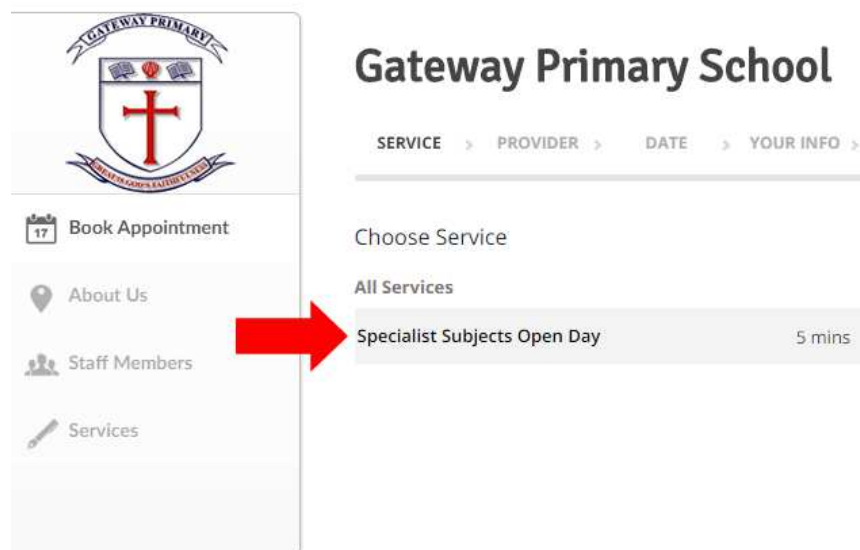


Booking Instructions

1. When you open the booking page the page below is what you will get. Read the instructions and click on OK.



2. Click on the link for Specialist Subjects Open Day (PLEASE NOT THE NUMBER OF MINUTES HIGHLIGHTED FOR EACH APPOINTMENT.)



3. Select the teacher you want to see on the day.

The screenshot shows the 'Gateway Primary School' booking interface. On the left is a navigation menu with options: 'Book Appointment', 'About Us', 'Staff Members', and 'Services'. The main content area is titled 'Gateway Primary School' and shows a progress bar with steps: 'SPECIA', 'PROVIDER', 'DATE', 'YOUR INFO', and 'CONFIRM'. The current step is 'Choose Provider', with a 'Booking Policy' link. Below this, a list of providers is shown, each with a profile picture and their subject/grade assignments:

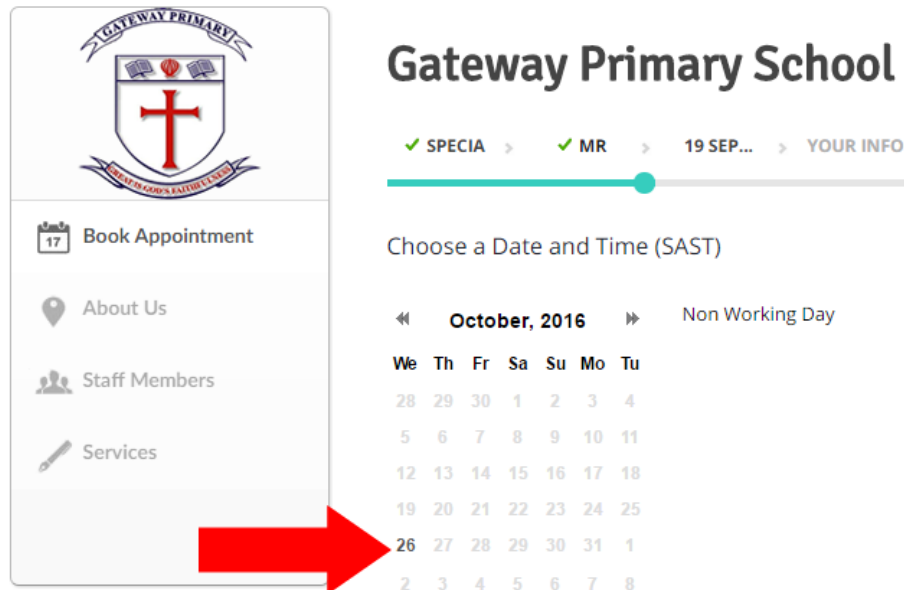
- Mrs Mooney - Art: Grade 1R, 1G, 2Y, 2O, 3Y, 3B, 4S, 4T, 4M
- Mrs Pinkas - Art: 1B, 2B, 3G, 3R, 4I
- Mrs Haw - Music: Grade 2, Grade 4
- Mrs Thomson - Music: Grade 1, Grade 3, Vana Vashe
- Mr Chawafambira - PE: Grade 1 - 4
- Mr Chipunza - PE: Grade 1 - 4** (indicated by a red arrow)
- Mr Murindagomo - Computers: Grade 1-4

4. The calendar will show you today's date. Click on the arrows to select the month you are supposed to book for.

The screenshot shows the 'Gateway Primary School' booking interface at the 'Choose a Date and Time (SAST)' step. The progress bar shows steps: 'SPECIA', 'MR', '19 SEP...', and 'YOUR INFO'. Below the progress bar, the text 'Choose a Date and Time (SAST)' is displayed. A calendar for September 2016 is shown, with the date '19' highlighted. Navigation arrows are present above the calendar, and a red arrow points to these arrows. The text 'Non Working Day' is visible to the right of the calendar.

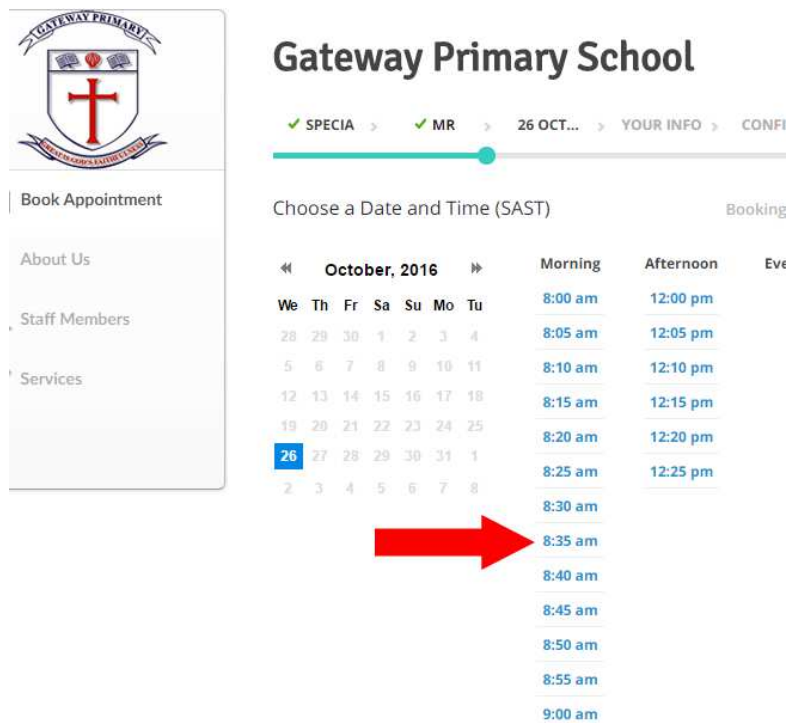
We	Th	Fr	Sa	Su	Mo	Tu
31	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	1	2	3	4
5	6	7	8	9	10	11

5. Select the date of the open day.



The screenshot shows the Gateway Primary School website. On the left is a navigation menu with the school logo at the top, followed by 'Book Appointment', 'About Us', 'Staff Members', and 'Services'. A red arrow points from the 'Book Appointment' menu item to the right. The main content area is titled 'Gateway Primary School' and includes a breadcrumb trail: '✓ SPECIA > ✓ MR > 19 SEP... > YOUR INFO'. Below this is a progress bar. The text 'Choose a Date and Time (SAST)' is followed by a calendar for October 2016. The date '26' is highlighted in blue, and a red arrow points to it from the left. The calendar shows days of the week (We, Th, Fr, Sa, Su, Mo, Tu) and dates from 28 to 8.

6. Select the time you want to book for.



The screenshot shows the Gateway Primary School website with the date '26' selected. The breadcrumb trail now includes '26 OCT...' and 'CONFIR'. The text 'Choose a Date and Time (SAST)' is followed by a table for booking times. A red arrow points from the '26' in the calendar to the '8:35 am' time slot in the table. The table has columns for 'Morning', 'Afternoon', and 'Evening'.

	Morning	Afternoon	Evening
8:00 am	12:00 pm		
8:05 am	12:05 pm		
8:10 am	12:10 pm		
8:15 am	12:15 pm		
8:20 am	12:20 pm		
8:25 am	12:25 pm		
8:30 am			
8:35 am			
8:40 am			
8:45 am			
8:50 am			
8:55 am			
9:00 am			

7. Type in the required information. The (*) represents fields that you are not to skip or leave blank.

Navigation: ✓ SPECIA > ✓ MR > ✓ 26 OCT... > YOUR INFO > CONFIRM

Enter Your Information Booking Policy

Name*

Email

Mobile*

Comments

Additional Information

8. The system will show you what you have entered before you click on BOOK MY APPOINTMENT. Please check if your information is correct.

Navigation: ✓ SPECIA > ✓ MR > ✓ 26 OCT... > ✓ YOUR >

Confirm Your Information Bc

SERVICES: Specialist Subjects Open Day - 5 minutes

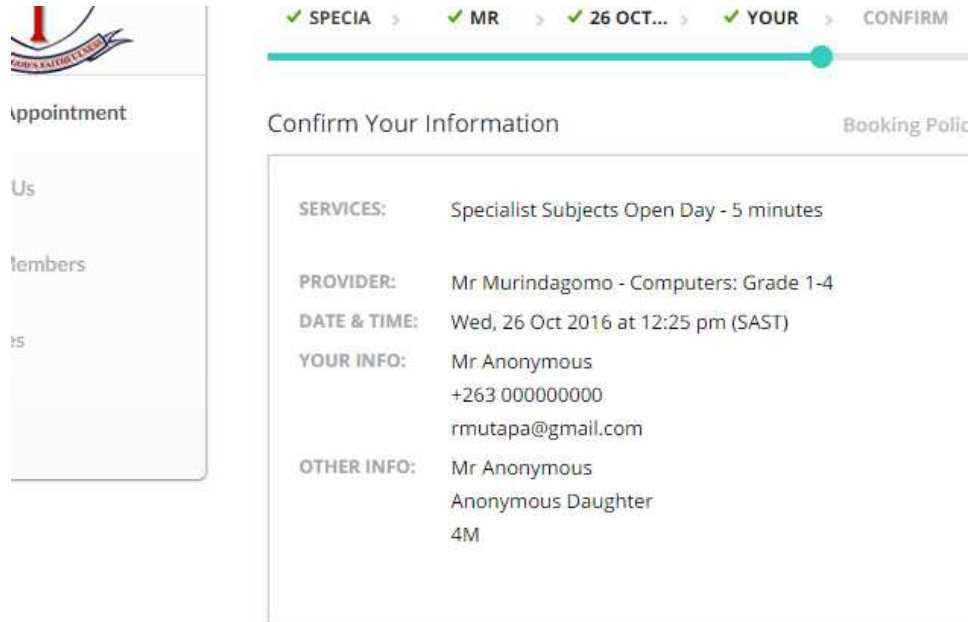
PROVIDER: Mr Murindagomo - Computers: Grade 1-4

DATE & TIME: Wed, 26 Oct 2016 at 12:25 pm (SAST)

YOUR INFO: Mr Anonymous
+263 000000000
rmutapa@gmail.com

OTHER INFO: Mr Anonymous
Anonymous Daughter
4M

9. If your information is correct click on BOOK MY APPOINTMENT. A confirmation email will be sent to you with the subject SETMORE BOOKING.



✓ SPECIA > ✓ MR > ✓ 26 OCT... > ✓ YOUR > CONFIRM

Appointment

Us

Members

15

Confirm Your Information

[Booking Policy](#)

SERVICES: Specialist Subjects Open Day - 5 minutes

PROVIDER: Mr Murindagomo - Computers: Grade 1-4

DATE & TIME: Wed, 26 Oct 2016 at 12:25 pm (SAST)

YOUR INFO: Mr Anonymous
+263 000000000
rmutapa@gmail.com

OTHER INFO: Mr Anonymous
Anonymous Daughter
4M



Book My Appointment