



River Ridge High School

2021 Spring Conferences

Dates/Time:

Tuesday, March 30, 2021

Conference times: 12:00pm to 6:30 pm

Wednesday, March 31st, 2021

Conference times: 12:00 pm to 6:30 pm

Place: *Please note that all conferences will be held virtually.*

How to schedule your appointment with the teachers:

- Go to <https://www2.crdc.wa-k12.net/scripts/cgiip.exe/WService=wnthurss71/seplog01.w> using your computer or smart phone.
- You will need to have your Skyward Family Access login and password. If you do not have these, click on “**Forgot your Login/Password?**” and your information will be immediately emailed to you.
- Enter your parent/guardian login and password. **Remember, your child’s login and password will not work.**
- Click on the **Conferences** link on the left-hand side (near the bottom).
- On the right side of your child’s name click on **All Conferences**.
- Your child’s advisory class will appear. Under the status column click on **Select a Time**. A box will open with all of the times that teacher has available. PLEASE NOTE: by scrolling up or down you will see all times for BOTH conference dates.
- Once you have decided on the date and time click on the **Select** button.
- Review the information, if correct click **Save**. Follow the same directions to schedule with your child’s other teachers.
- To print your conference schedule, click on **Print All Scheduled Conferences**. Under print options click on sort **by student** and print.

To Change your conference dates/times:

- Click on **View Scheduled Times** (on the right side of your child’s name) and click on **Unschedule** located under status. A box will appear; if this is the conference you wish to unschedule, click on **Save**.

You will receive an email reminder 3 days before and the day before your conference. Please make sure your correct email address is listed under the **My Account** in the upper right-hand corner next to your name.

If you do not have access to the internet, you can call Mrs. Trujillo at 412- 4823 and she will assist you with scheduling your conference times. We look forward to seeing you at this conference.