

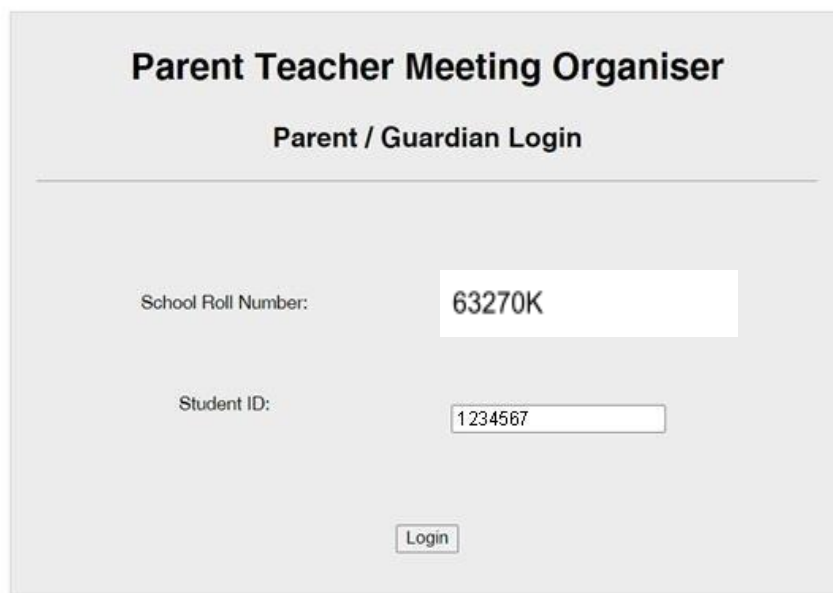
To select your preferences please follow the instructions below:

## 1. PT Organiser

Log onto <https://ptmorg.com/parentlogin.php?School=63270K> (Click this link)

## 2. Login to PT Organiser

Our school Roll Number **63270K**, should be already pre populated. Enter your son's Student ID number (**VSware ID**). This was given to him on a label at school this week. Please check with your son. It may be at the bottom of his school bag! Please call the office at 0449344743 if you did not receive it.



**Parent Teacher Meeting Organiser**

**Parent / Guardian Login**

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School Roll Number:

Student ID:

## 3. Enter Your Preferences

Enter your preferences in order of your preferred choice (1 being the teacher you would like to meet first).

**YOU MUST SELECT PREFERENCES NUMBERS IF YOU WISH TO GET THE APPOINTMENTS TIMES. IF YOU DO NOT SELECT ANY PREFERENCES, THE**

**PLATFORM WILL UNDERSTAND THAT YOU DO NOT WISH TO OR CANNOT ATTEND THIS PARENT-TEACHER MEETING AND WILL NOT GENERATE APPOINTMENTS FOR YOU.**

## Coláiste Mhuire Mullingar

### Parent / Guardian Teacher Meeting on *DD MMM YYYY* 1st Year PT meeting

Student : X0000X X0000X

We invite you to make appointments with the teachers listed below.  
Please request appointments in order of preference, starting 1,2 etc.  
Please enter zero if you do not wish to meet a teacher.

Class	Teacher	Preference
English	O'Gara	0
Geog	Tansley	0
Graphics	Bohan	0
History	Mc Garron	0
Irish	Brady	0
Mathematics	Mr O'Shea	0
Music	Malone	0
Physical Education (JC - Revised Syllabus)	Mr Guerin	0
Religious Education	Mr Jones	0
Science	O'Flourke	0


## 4. Save Preferences

Click on save preferences.

Please request appointments in order of preference, starting 1,2 etc.  
Please enter zero if you do not wish to meet a teacher.

Class	Teacher	Preference
English	O'Gara	2
Geog	Tansey	4
Graphics	Bohan	6
History	Mc Carron	7
Irish	Brady	5
Mathematics	Mr O'Shea	1
Music	Malone	8
Physical Education (JC - Revised Syllabus)	Mr Guerin	12
Religious Education	Mr Jones	11
Science	O'Flourke	3
Spanish	O'Donoghue	10
Visual Art	Bruton	9

I am unable to attend the meeting.

I will attend the meeting. Please save my preferences. 

## 5. Your Appointments List

Following this, **you will receive an email from us** when your appointments with teachers will be published. At this point please log back into PT Organiser to view your appointment list and print it off.

LOGIN TO PT ORGANISER BY CLICKING LINK BELOW

<https://ptmorg.com/parentlogin.php?School=63270K>

## 6. Meet Teachers

The Google Meets links for the meetings will be sent through your son's subject folders on Google Classroom. You will be asked to log in through **your son's school gmail account** in order to access the google classroom. An instructional video will be forwarded nearer the time regarding this.

Thank you for your patience and support. Please phone the school if you have any difficulties in advance of the Meeting