

Effective Monday February 19th 2018, students will be able to book Guidance Appointments online!! (This is for students only, parents are asked to book their appointments by calling Guidance)

To access the online booking follow these simple steps!

- Go to the South Carleton Website <http://southcarletonhs.ocdsb.ca/>
- Click on Student Services
- Scroll down and you will see the individual you can book.me links



Heather Scott Thomas



Sheri Eady



Rhonda Pike

- Click on your Guidance Counsellor and you will be directed to their online booking!

Your counsellor’s calendar will come up looking like this:

MON 11/12/17	TUE 12/12/17	WED 13/12/17	THU 14/12/17	FRI 15/12/17
8:30 AM	8:30 AM	8:30 AM	8:30 AM	8:30 AM
9:00 AM	9:00 AM	9:00 AM	9:00 AM	9:00 AM
9:30 AM	9:30 AM	9:30 AM	9:30 AM	9:30 AM
10:00 AM	10:00 AM	10:00 AM	10:00 AM	10:00 AM
10:30 AM	10:30 AM	10:30 AM	10:30 AM	10:30 AM
11:00 AM	11:00 AM	11:00 AM	11:00 AM	11:00 AM
11:30 AM	11:30 AM	11:30 AM	11:30 AM	11:30 AM
12:00 PM	12:00 PM	12:00 PM	12:00 PM	12:00 PM
12:30 PM	12:30 PM	12:30 PM	12:30 PM	12:30 PM


- The days and dates are across the top in black
- The grey blocks are the available times
- Click on the appointment time you want to book
- You will get the Booking Screen

Booking:
Monday, December 11, 2017 8:30 AM

First Name: *

Last Name:

Email: *

I'm not a robot  reCAPTCHA
Privacy - Terms

- Fill in your name and email address
- Click “I’m not a robot”
- Click Confirm booking
- You will receive a confirmation on the screen

Thanks Joanne!

Your appointment is booked for Monday, December 11, 2017 8:30 AM.
 With Mrs Scott Thomas

You will then receive an email confirmation that you can show your teacher!

Hi Joanne,

Thanks for booking your appointment on Monday, December 11, 2017!

Here are the details for your records...

Booking starts: Monday, December 11, 2017 8:30 AM

Duration: 30 minutes
 Reference: EADY-AGLO-JZDO

First Name: Joanne
 Last Name: McCallum
 Email: joanne.mccallum@ocdsb.ca

EASY AS THAT!!!