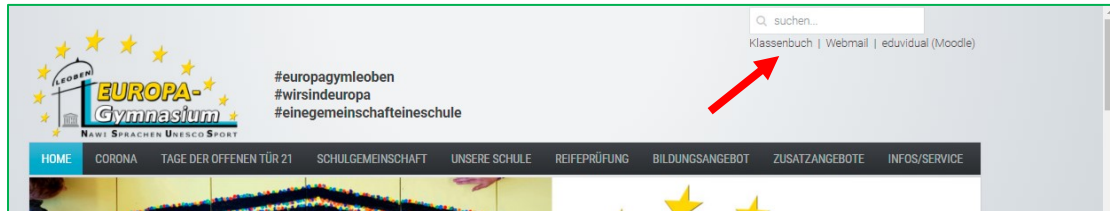


Registration for a consultation



WebUntis-Class Book/Klassenbuch

1. Go to our home page (www.europagymleoben.at) and click on "Klassenbuch" in the upper right corner.



2. Log in with the access data of your child.

3. Click on "Consultation hours" (Sprechstunden) in the left menu.

Lehrkraft	Datum	Zeitraum	Std.	Raum	E-Mail-Adresse	Freie Termine
ALFORT BETTINA	Di 05.04.	08:40 - 09:30	2	Aula	albe@europagymleoben.at	●
BOCK MONIKA	Do 08.04.	08:40 - 09:30	2	PH-Kab.	boec@europagymleoben.at	●
BRANDL EDITH	Do 08.04.	09:45 - 10:35	3	Dir.	bran@europagymleoben.at	●
DEL NEGRO CLAUDIUS	Fr 09.04.	08:40 - 09:30	2		dclc@europagymleoben.at	●
DIETHART SIGRID	Do 08.04.	09:45 - 10:35	3	Bespr.VT	dier@europagymleoben.at	●
DOYLE MARVE	Fr 09.04.	09:45 - 10:35	3	Aula	doyl@europagymleoben.at	●
ECKER LAURA	Fr 09.04.	08:40 - 09:30	2	Konf.	eckl@europagymleoben.at	●
ECKERT CHRISTINA	Fr 09.04.	10:45 - 11:35	4	ME-Kab.	eckc@europagymleoben.at	●
EDELSBACHER PAUL	Di 05.04.	08:40 - 09:30	2	Konf.	edel@europagymleoben.at	●
FALINSKI THOMAS	Fr 09.04.	10:45 - 11:35	4		falt@europagymleoben.at	●
FREITAG MICHAELA		Nach Vereinbarung!			frem@europagymleoben.at	●
GRAF-ALTHON CHRISTOPHER	Mi 07.04.	09:45 - 10:35	3	BIO-Kab.	grsa@europagymleoben.at	●
ZWISCHENFRAGEN				GWK/GSK		●

On the right side you see the teachers of your child. Those whose office hours are still in the same week are highlighted in blue.

The green dot means that there are still free dates available.

4. Click on the green dot behind the teacher to book an appointment.

The screenshot shows a web interface for booking an appointment. On the left, there is a grey sidebar with the teacher's name 'Lehrkraft FALINSKI' and email 'falt@europagymleoben.at'. The main area has a title 'Anmeldung zur Sprechstunde' and a close button. Below the title, it says 'Klicken Sie auf einen Termin, um sich anzumelden:'. A table shows appointment slots: 10:45-10:55 (frei), 10:55-11:05 (frei), 11:05-11:15 (frei with 'Anmelden' button), 11:15-11:25 (frei), and 11:25-11:35 (frei). Below the table is a 'Nachricht' section with a text area and a 'Speichern' button. At the bottom, there are 'Abbrechen' and 'Abmelden' buttons. A character count 'Noch mögliche Zeichen: 158' is visible above the 'Speichern' button.

Termin	Status	Aktion
10:45 - 10:55	frei	
10:55 - 11:05	frei	
11:05 - 11:15	frei	Anmelden
11:15 - 11:25	frei	
11:25 - 11:35	frei	

In the "Message" section you can leave a note what you want to talk about.