



SETP Interview Booking Instructions for Parents



	Our Values Perseverance Respect and responsibility Integrity Diversity Excellence through engagement	Our Behaviour Priorities Follow staff instructions Cause no harm to others Use appropriate language Allow learning	Our Improvement Focus Teaching and professional learning • Curriculum, inclusion & differentiation Staff and student wellbeing Literacy and numeracy Targeted intervention	
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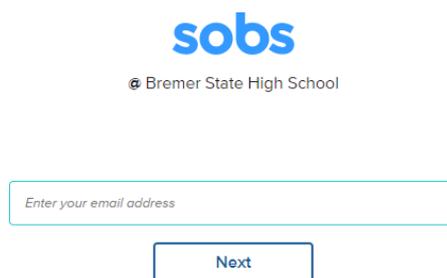
Please understand that the screens displayed for different booking functions will vary from those displayed here.

Things you will need:

- A computer, tablet or smart phone
- Access to the internet
- The URL provided below:
<https://eq.sobs.com.au/pt3/parent.php?schooldid=70365>

SECTION 1: Logging into SOBS

1. Click on the link provided – it should take you to a screen that looks like the following:



2. Enter your email address into the box provided and click “Next”

The email address will be checked for validity. If it is invalid you may see an error like this:



Click “Okay” and re-enter the corrected email address.

3. If this is your first time you may see this screen, it allows you to select the level of security you would like to use on this site:

The screenshot shows the 'Additional security options' screen. At the top is the 'sobs' logo and the text '@ Bremer State High School'. Below this is the heading 'Additional security options' followed by three radio button options: 'I don't want to use a password here' (selected), 'I would like to add a password to my account', and 'I would like my account verified by sending a code'. A paragraph explains that the school has not specified a security option but users can choose to include a password or request a verification code. Below this is a checkbox option 'Delete my details when these bookings are completed' with a paragraph explaining that normally information is stored for future events but can be deleted if the checkbox is checked. At the bottom are two buttons: 'Next' and 'Skip'.

NOTE: The option you choose can not be changed! Once selected the option will stay with this account forever. If you are unsure go with the first option, it is the simplest.

Option 1: "I don't want to use a password here" - if you are not bothered about using a password you can use this option.

Option 2: "I would like to add a password to my account" - you will be prompted to enter a password, this same password will be required to be entered each time you access the site. When selected you can not enter a blank password – you must enter at least one character.

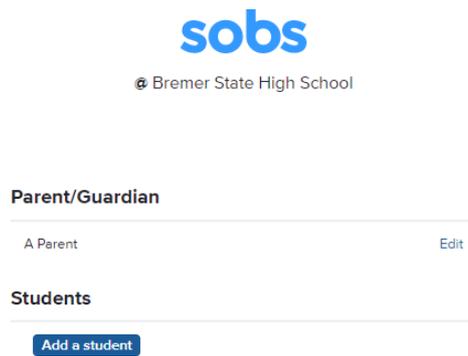
Option 3: "I would like my account verified by sending a code" - this is only available if you have entered a valid email or mobile phone number. We will send a 4 digit code to your email address, or to your mobile phone, we will then require you to enter this code on the next screen.

Optional 4: "Delete my details when these bookings are completed" - after the interview round is complete your details will be deleted from the system. If there are future booking rounds you will be able to register using this process again.

The screenshot shows the 'Parent Information' form. At the top is the 'sobs' logo and the text '@ Bremer State High School'. Below this is the heading 'Parent Information' followed by three input fields: 'First name', 'Surname', and 'Mobile number'. At the bottom are two buttons: 'Save' and 'Cancel'.

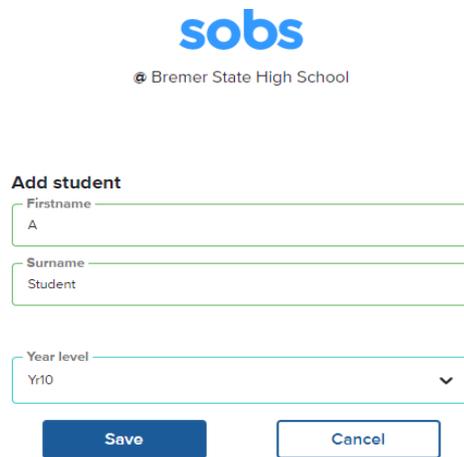
Please enter your first and last name, and mobile phone number, then click "Save".

SECTION 2: Adding and Updating Student Details



The screenshot shows the top of the sobs Bremer State High School interface. At the top center is the 'sobs' logo in blue, with 'Bremer State High School' below it. Below the logo is a horizontal line. Underneath this line, the text 'Parent/Guardian' is displayed. Below that, there is a text input field containing 'A Parent' and an 'Edit' link to its right. Another horizontal line follows. Below this second line, the text 'Students' is displayed. Underneath, there is a blue button with the text 'Add a student'.

1. Clicking the “Add a student” link will display the following screen:

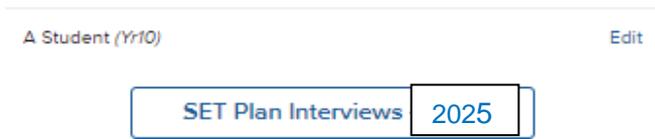


The screenshot shows the 'Add student' form in the sobs Bremer State High School interface. At the top center is the 'sobs' logo in blue, with 'Bremer State High School' below it. Below the logo is a horizontal line. Underneath this line, the text 'Add student' is displayed. Below that, there are three input fields: a text input field for 'Firstname' containing 'A', a text input field for 'Surname' containing 'Student', and a dropdown menu for 'Year level' with 'Yr10' selected. Below the input fields are two buttons: a blue 'Save' button and a white 'Cancel' button with a blue border.

Enter your child's first and last name and ensure that you have selected Yr 10 as the year level.

2. Continue adding students if you have more than 1 student attending SETP Interviews.

3. If you are unable to see the " SET Plan Interviews 2025 ", This means that you may have not assigned Yr10 as your student's year designation.



4. You can use the "Edit" option to select Yr 10 for your student's current year level.

SECTION 3: Booking an Interview

1. In this instance click on the "SET Plan Interviews- 2025" button.



2. You are then presented with a list of the bookable time slots for your student's SETP Interview.
3. Scroll down to view all of the available bookings and click it to secure that timeslot.
4. You can delete or change a booking simply by clicking on the blue time slot. This will delete the booking and restore the other bookable options.
5. Click "Save" to return to the list of students
6. If you have multiple children attending you can now follow these same instructions to allocate an interview for each student.
7. Once you have completed all needed interview bookings. You will notice an Email and Print button have also appeared. Click email or Print to be sent
8. Clicking the "Email" button will send a list of the bookings to my email.
9. Clicking the "Print" button will display a list of the bookings that can then be printed (on most web browsers this is Control + P).
10. You will notice a "Download bookings to your calendar" via the Print or "Add to calendar with the email you received via the Email option. Using your Mobile phone you can add these appointments to your personal calendar.
11. You have now completed booking your child's SETP Interview – you can just close your browser window.

