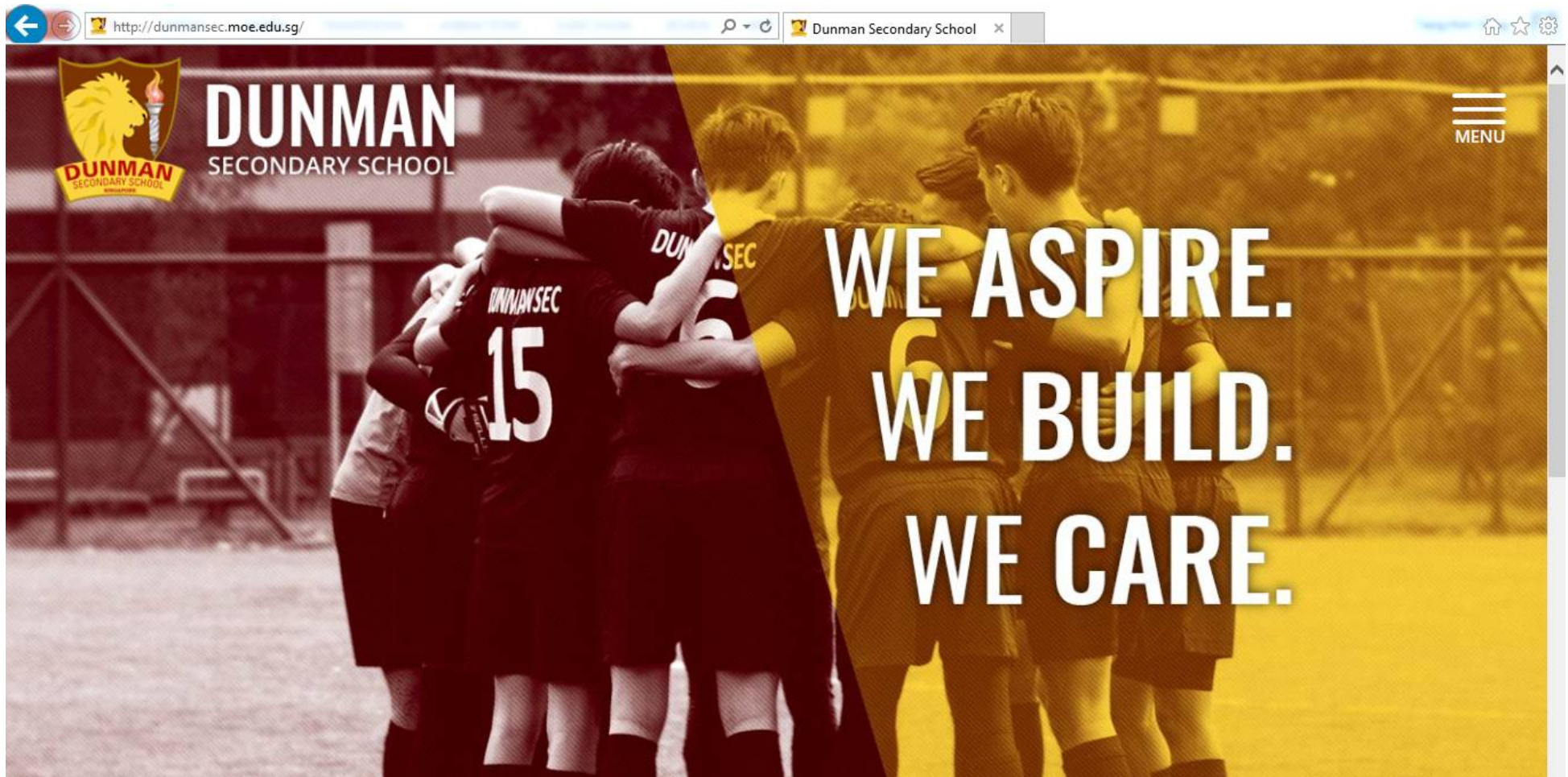




Parent-Teacher-Meeting

Online Booking
User Guide For Parents

Step 1: Go to <http://dunmansec.moe.edu.sg/>



Step 2: Scroll down and click on “**LMS login**”



The screenshot shows the Dunman Secondary School website header and main content area. The header is yellow with the school logo and name on the left, and a 'MENU' button on the right. The main content area is divided into three columns. The left column features a large graphic of a lion's head and the text 'DUNMAN 55 Honour our Past . Celebrate our Present . Inspire our Future'. The middle column is titled 'ANNOUNCEMENTS' and contains a link to 'Download CCA Booklet 2018'. The right column is titled 'SCHOOL CALENDAR >' and contains two links: 'LMS LOGIN >' and 'SLS LOGIN >'. The 'LMS LOGIN >' link is highlighted with an orange oval and a black arrow pointing to it from below.

click here

It will bring you to "asknlearn" website

https://lms.asknlearn.com/DUNMAN_SS/login.aspx

The screenshot shows a web browser window with the address bar displaying "Secure | https://lms.asknlearn.com/DUNMAN_SS/login.aspx". The page content is split into two main sections. On the left, there is a large light blue rectangular area. On the right, the Dunman Secondary School logo is displayed, featuring a yellow lion on a red shield with the text "DUNMAN SECONDARY SCHOOL" below it. Underneath the logo is the heading "User login". Below this heading are two input fields: "Enter your User ID or Login ID" and "Enter your password". A green "Sign In" button with a right-pointing arrow icon is positioned below the password field. To the left of the "Sign In" button are the links "Computer Check" with a checkmark icon and "Forgot Password" with a question mark icon. Below these is a dark grey button with a person icon and the text "Login as Parents". A horizontal line separates this section from the "Getting Help and Support" section. This section begins with an information icon and the text "If you need help using the portal, please refer to:", followed by links for "Student's Guide" and "Teacher's Guide". Below this is a "Helpdesk" section with a telephone icon, the phone number "+65 6777 9661 (Monday - Friday: 7.30am - 9.00pm)", and an "Email" section with an envelope icon and the address "lmsupport@wizlearn.com".

Step 3: Key in Username


Format:

5 (first 5 characters of your child's name) +
5 (last 5 characters of your child's NRIC)

Example:

Alan Tan + T1234567D
ALANT4567D

Secure | https://lms.asknlearn.com/DUNMAN_SS/login.aspx



Dunman
Secondary School

User login

[Sign In](#)

[Computer Check](#) [Forgot Password](#)

[Login as Parents](#)

Getting Help and Support

i If you need help using the portal, please refer to:
[Student's Guide](#) | [Teacher's Guide](#)


Helpdesk
+65 6777 9661 (Monday - Friday: 7.30am - 9.00pm)

Email
lmssupport@wizlearn.com

Step 4: Key in Password

For first time login, key in the default password given to your child.

Secure | https://lms.asknlearn.com/DUNMAN_SS/login.aspx




**Dunman
Secondary School**


User login

Enter your User ID or Login ID


Enter your password


Sign In


Computer Check [Forgot Password](#) 

 Login as Parents

Getting Help and Support

 **If you need help using the portal, please refer to:**
[Student's Guide](#) | [Teacher's Guide](#)

 **Helpdesk**
+65 6777 9661 (Monday - Friday: 7.30am - 9.00pm)

 **Email**
lmssupport@wizlearn.com

Forgot Password

Secure | https://lms.asknlearn.com/DUNMAN_SS/login.aspx

Click on **“Forgot Password”**

Alternatively, you may get your child to approach the school’s Media Resource Centre (MRC) to reset his/her password.

Dunman Secondary School

User login

Enter your User ID or Login ID

Enter your password

Sign In

Computer Check

Forgot Password ?

Login as Parents

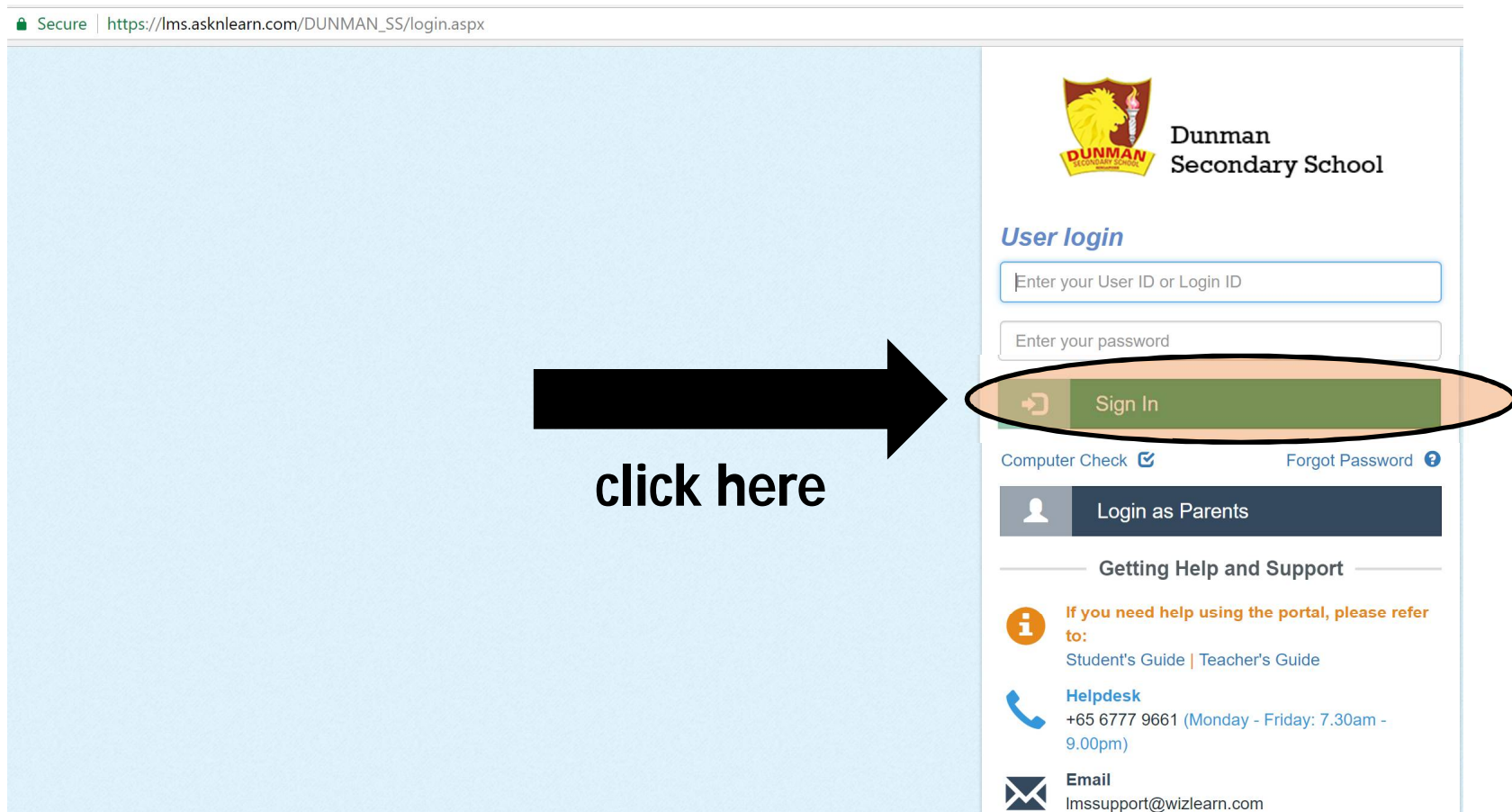
Getting Help and Support

If you need help using the portal, please refer to:
[Student's Guide](#) | [Teacher's Guide](#)

Helpdesk
+65 6777 9661 (Monday - Friday: 7.30am - 9.00pm)

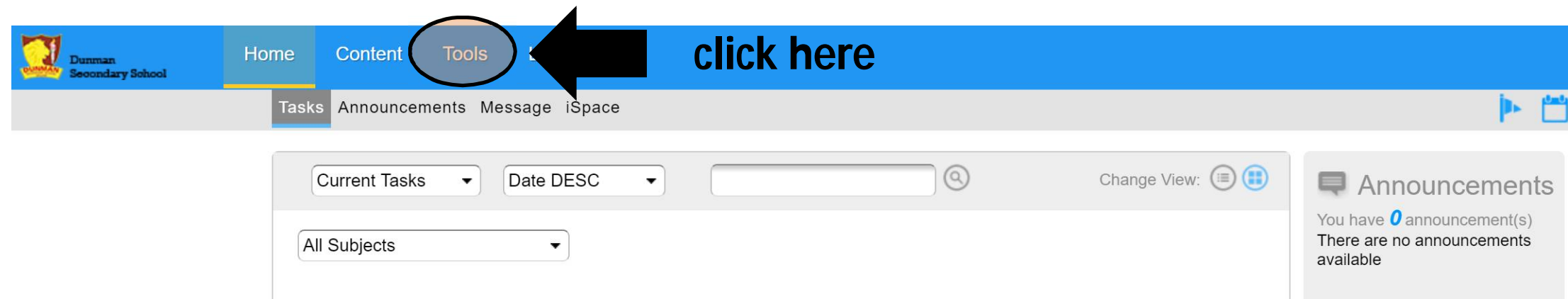
Email
lmssupport@wizlearn.com

Step 5: Click on "Sign In"



The screenshot shows a web browser window with the URL https://lms.asknlearn.com/DUNMAN_SS/login.aspx. The page features the Dunman Secondary School logo and the text "Dunman Secondary School". Below the logo is the "User login" section, which includes two input fields: "Enter your User ID or Login ID" and "Enter your password". A green "Sign In" button is highlighted with an orange oval, and a large black arrow points to it from the text "click here". Below the login fields are links for "Computer Check" and "Forgot Password". A "Login as Parents" button is also visible. The "Getting Help and Support" section includes an information icon, a link to "Student's Guide | Teacher's Guide", a "Helpdesk" link with the phone number "+65 6777 9661 (Monday - Friday: 7.30am - 9.00pm)", and an "Email" link with the address "lmsupport@wizlearn.com".

Step 6: Click on "Tools"



The screenshot shows a navigation bar for Dunman Secondary School. The bar is blue and contains the following elements from left to right: the school logo and name, a 'Home' button, a 'Content' button, and a 'Tools' button. The 'Tools' button is circled in black, and a large black arrow points to it from the right. To the right of the arrow, the text 'click here' is written in bold black font. Below the blue bar is a grey bar containing 'Tasks', 'Announcements', 'Message', and 'iSpace' buttons. Below the grey bar is a white area with a search bar, a 'Current Tasks' dropdown, a 'Date DESC' dropdown, and a 'Change View' section with two icons. On the right side of the white area is an 'Announcements' section with a speech bubble icon and the text 'You have 0 announcement(s) There are no announcements available'.

Dunman Secondary School

Home Content **Tools**

click here

Tasks Announcements Message iSpace

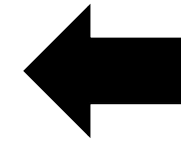
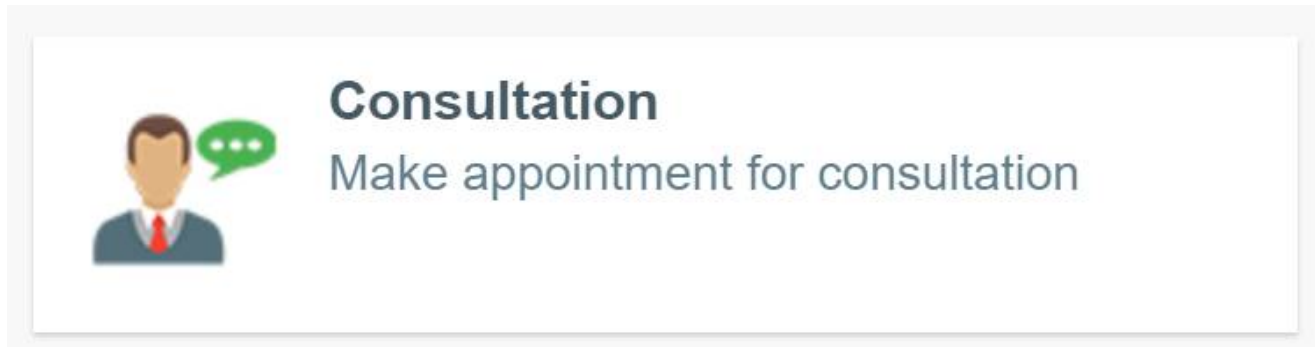
Current Tasks Date DESC

Change View: [List View Icon] [Grid View Icon]

All Subjects

Announcements
You have 0 announcement(s)
There are no announcements available

Step 7: Select "Consultation"



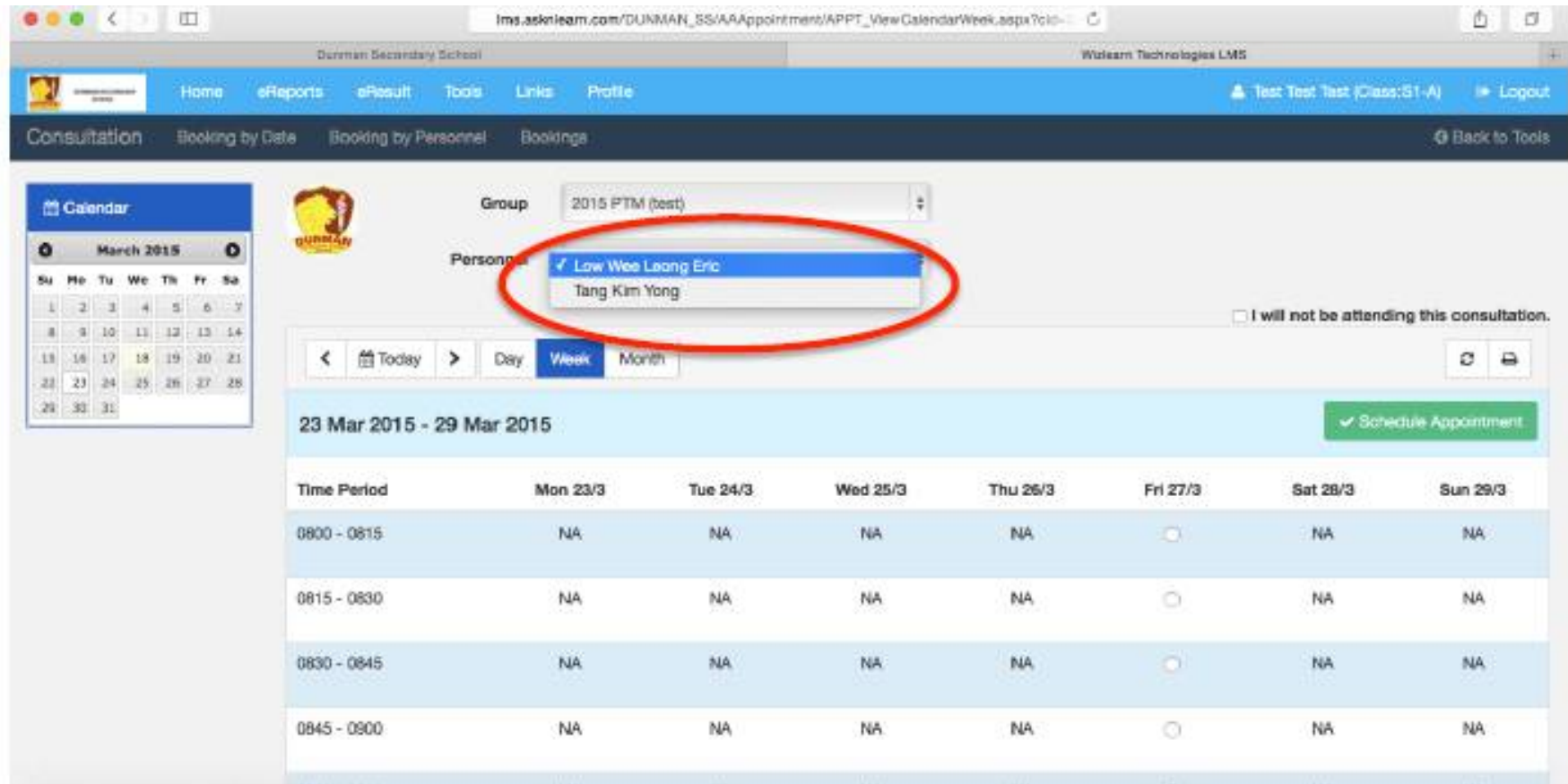
select

Step 8: Select the Parent-Teacher-Meeting Date

The screenshot shows a web application interface for scheduling a Parent-Teacher Meeting. The interface includes a navigation bar with links like Home, eReports, eResult, Tools, Links, and Profile. The main content area features a calendar for March 2015, which is highlighted with a red circle. The calendar shows the date 23rd selected. Below the calendar, there are dropdown menus for 'Group' (2015 PTM (test)) and 'Personnel' (Low Wee Leong Eric). A checkbox labeled 'I will not be attending this consultation.' is also present. The main scheduling area displays a table for the period 23 Mar 2015 - 29 Mar 2015, with time slots from 0800 - 0815 to 0845 - 0900. A green 'Schedule Appointment' button is visible in the top right corner of the scheduling area.

Time Period	Mon 23/3	Tue 24/3	Wed 25/3	Thu 26/3	Fri 27/3	Sat 28/3	Sun 29/3
0800 - 0815	NA	NA	NA	NA	<input type="radio"/>	NA	NA
0815 - 0830	NA	NA	NA	NA	<input type="radio"/>	NA	NA
0830 - 0845	NA	NA	NA	NA	<input type="radio"/>	NA	NA
0845 - 0900	NA	NA	NA	NA	<input type="radio"/>	NA	NA

Step 9: Select Form-Teacher to meet from drop down menu



The screenshot shows a web application interface for scheduling a consultation. The browser address bar indicates the URL is `lms.asknlearn.com/DUNMAN_SS/AAAppointments/APPT_ViewCalendarWeek.aspx?cid=...`. The page header includes navigation links for Home, eReports, eResult, Tools, Links, and Profile, along with user information: Test Test Test (Class:S1-A) and Logout. Below the header, there are tabs for Consultation, Booking by Date, Booking by Personnel, and Bookings, with a Back to Tools link.

The main content area features a 'Calendar' widget on the left showing March 2015. The 'Group' dropdown is set to '2015 PTM (test)'. The 'Personnel' dropdown menu is open, with 'Low Wee Leong Eric' selected and 'Tang Kim Yong' as an option. A red circle highlights the dropdown menu. Below the personnel selection, there is a checkbox labeled 'I will not be attending this consultation.' and navigation buttons for Today, Day, Week, and Month. The 'Week' view is active, showing the dates 23 Mar 2015 - 29 Mar 2015. A green 'Schedule Appointment' button is visible. The main table displays the consultation schedule for the week, with time periods and availability for each day.

Time Period	Mon 23/3	Tue 24/3	Wed 25/3	Thu 26/3	Fri 27/3	Sat 28/3	Sun 29/3
0800 - 0815	NA	NA	NA	NA	<input type="radio"/>	NA	NA
0815 - 0830	NA	NA	NA	NA	<input type="radio"/>	NA	NA
0830 - 0845	NA	NA	NA	NA	<input type="radio"/>	NA	NA
0845 - 0900	NA	NA	NA	NA	<input type="radio"/>	NA	NA

Step 10: Select your preferred time slot (You are able to select only 1 time slot)

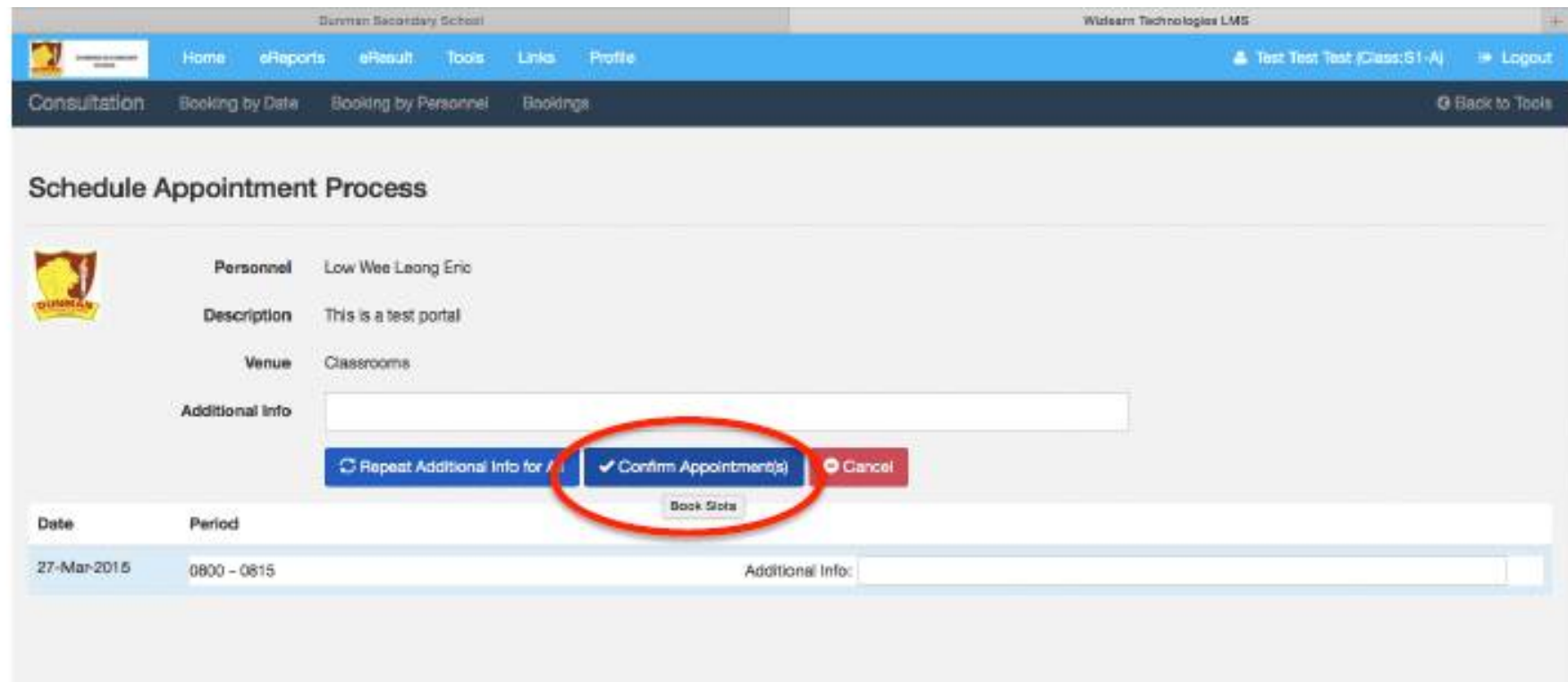
The screenshot shows a web interface for booking a consultation. At the top, there are navigation links: Home, eReports, eResult, Tools, Links, Profile. The user is logged in as 'Test Test Test (Class: S1-A)' and can click 'Logout'. Below the navigation, there are tabs for 'Consultation', 'Booking by Date', 'Booking by Personnel', and 'Bookings'. A 'Back to Tools' link is also present.

The main content area includes a 'Calendar' widget on the left showing 'March 2015'. The main booking area has a 'Group' dropdown set to '2015 PTM (test)' and a 'Personnel' dropdown set to 'Low Wee Leong Eric'. There is a checkbox for 'I will not be attending this consultation.' and navigation buttons for 'Today', 'Day', 'Week', and 'Month'. The current view is 'Week' for the period '23 Mar 2015 - 29 Mar 2015'.

The booking table shows time slots for each day of the week. The selected time slot for Friday, 27/3, is highlighted with a red circle labeled '1'. The 'Schedule Appointment' button is highlighted with a red circle labeled '2'.

Time Period	Mon 23/3	Tue 24/3	Wed 25/3	Thu 26/3	Fri 27/3	Sat 28/3	Sun 29/3
0800 - 0815	NA	NA	NA	NA	<input checked="" type="radio"/>	NA	NA
0815 - 0830	NA	NA	NA	NA	<input type="radio"/>	NA	NA
0830 - 0845	NA	NA	NA	NA	<input type="radio"/>	NA	NA
0845 - 0900	NA	NA	NA	NA	<input type="radio"/>	NA	NA

Step 11: Click “**Confirm Appointment**” to book



The screenshot shows a web application interface for scheduling appointments. At the top, there is a navigation bar with links for Home, eReports, eResult, Tools, Links, and Profile. Below this is a secondary navigation bar with options like Consultation, Booking by Date, Booking by Personnel, and Bookings. The main content area is titled 'Schedule Appointment Process' and contains a form with the following fields:

- Personnel:** Low Wee Leong Eric
- Description:** This is a test portal
- Venue:** Classrooms
- Additional Info:** A text input field.

Below the form, there are three buttons: 'Repeat Additional Info for', 'Confirm Appointment(s)' (circled in red), and 'Cancel'. A 'Book Slots' button is also visible below the 'Confirm Appointment(s)' button.

Date	Period	Additional Info:
27-Mar-2015	0800 - 0815	

Thank You For Attending The Parent-Teacher-Meeting.

We look forward to an enriching conversation with you and your child.