

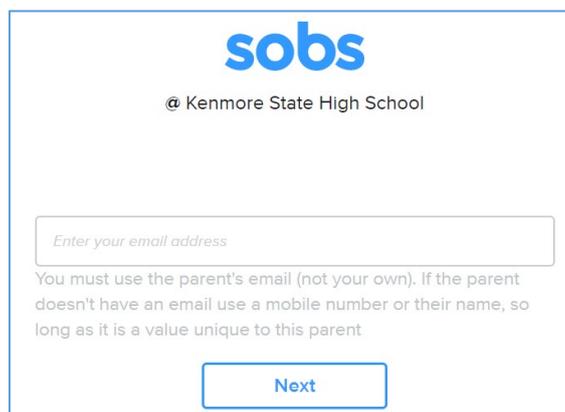
How to book your Year 7 in 2022 enrolment interview using SOBS

SECTION 1: Logging into SOBS

1. **Click this link to book your Year 7 in 2022 enrolment interview for Saturday 5 June, 2021:**
<https://eq.sobs.com.au/pt3/parent.php?schoolid=70659>

- Year 7 in 2022 enrolment interview online bookings open 7.00am Monday 24 May 2021
- Bookings close 7.00pm Thursday 3 June

It should take you to a screen that looks like the following:



sobs

@ Kenmore State High School

Enter your email address

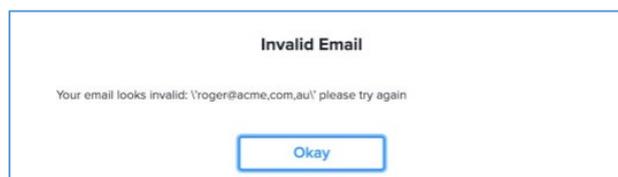
You must use the parent's email (not your own). If the parent doesn't have an email use a mobile number or their name, so long as it is a value unique to this parent

Next

If the screen doesn't look like this you are in the wrong place. Check the email sent to you again for the link. If you still can't get to this screen then please contact the school for the correct link.

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:



Invalid Email

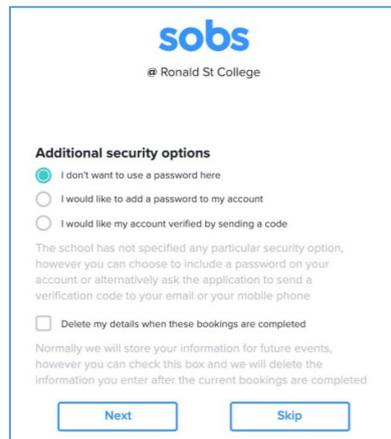
Your email looks invalid: 'roger@acme.com.au' please try again

Okay

Click "Okay" and re-enter the corrected email address

If you do not have an email address, then you can also enter your mobile phone number in place of the email address.

3. If this is your first time using SOBS 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 a web form for 'sobs @ Ronald St. College'. Under the heading 'Additional security options', there are 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'. Below these is a paragraph explaining that the school has not specified a security option but users can choose to add a password or receive a verification code. There is also a checkbox for '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 checked. At the bottom are 'Next' and 'Skip' buttons.

NOTE: The option you choose cannot 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.

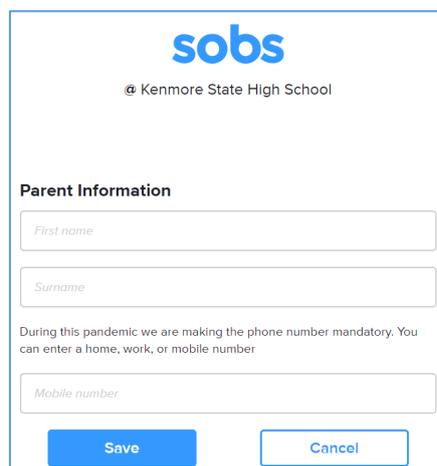
Option 2: “I would like to add a password to my account” - you will be prompted to enter a password, this same password will be required to be entered each time you access the site. When selected you cannot enter a blank password – you must enter at least one character.

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.

Complete any authentication process if you selected Option 2 or 3.

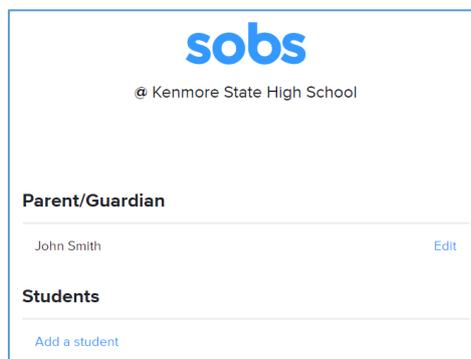
4. **Enter your first and last name, and your mobile phone number, then click “Save”.**



The screenshot shows a web form for 'sobs @ Kenmore State High School'. Under the heading 'Parent Information', there are three input fields: 'First name', 'Surname', and 'Mobile number'. Below the 'Mobile number' field is a note: 'During this pandemic we are making the phone number mandatory. You can enter a home, work, or mobile number'. At the bottom are 'Save' and 'Cancel' buttons.

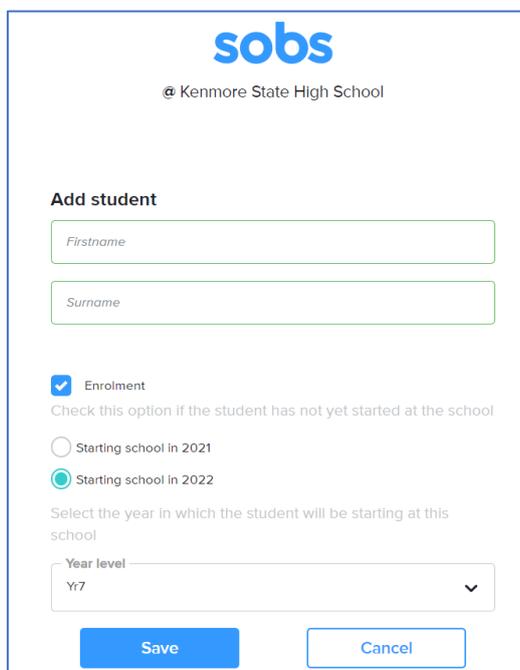
SECTION 2: Adding and updating student details

1. Click “Add a student”



The screenshot shows the sobs parent portal for Kenmore State High School. At the top, the sobs logo is displayed in blue, followed by the school name "@ Kenmore State High School". Below this, there are two sections: "Parent/Guardian" and "Students". The "Parent/Guardian" section shows the name "John Smith" with an "Edit" link to its right. The "Students" section has a blue link that says "Add a student".

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



The screenshot shows the "Add student" form. At the top, the sobs logo and school name "@ Kenmore State High School" are visible. The form title is "Add student". There are two input fields: "Firstname" and "Surname". Below these is a section for "Enrolment" with a checked checkbox and the text "Check this option if the student has not yet started at the school". There are two radio button options: "Starting school in 2021" and "Starting school in 2022", with the 2022 option selected. Below this is a dropdown menu for "Year level" with "Yr7" selected. At the bottom, there are two buttons: "Save" (blue) and "Cancel" (white with blue border).

Enter your child's first and last name. Select the “Enrolment” checkbox, then select “Starting school in 2022” and make sure “Year 7” is selected in the dropdown box.

Press “Save”.

Once you have saved your student’s entry, you will return to this screen:

sobs
@ Kenmore State High School

Parent/Guardian

John Smith [Edit](#)

Students

Tom Smith (2021 Yr7) [Edit](#)

[Ken-X Practical Selection Challenges](#)

[Add a student](#)

If you need to add another student, repeat Section 2 again.

SECTION 3: Booking an Interview

Which Year 7 in 2022 Enrolment Interview do I need to book?

Applying for Mainstream - book a Mainstream interview

Applying for Ken-X only - book a Ken-X interview

Applying for Ken-X and GIEP - book a Ken-X and GIEP combined interview

Applying for Ken-X and MEX - book a Ken-X interview

Applying for MEX only - book a MEX interview

Applying for GIEP only and already been accepted - book a Mainstream interview

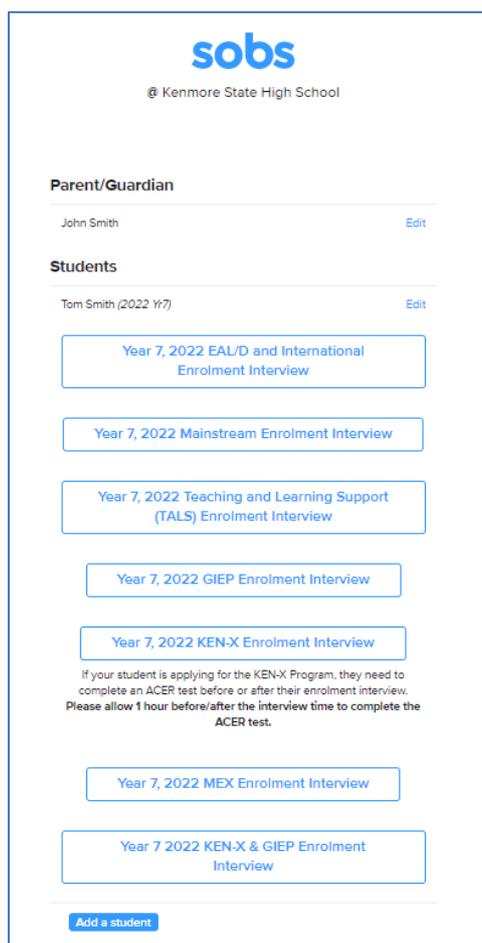
Applying for GIEP only and have not yet been accepted - book a GIEP interview

Applying for GIEP and MEX - book a GIEP interview

EAL/D or International - book an EAL/D and International interview

Students with a disability - book a Teaching and Learning Support (TALS) interview

1. Click on the interview you need to book, according to the above directions.

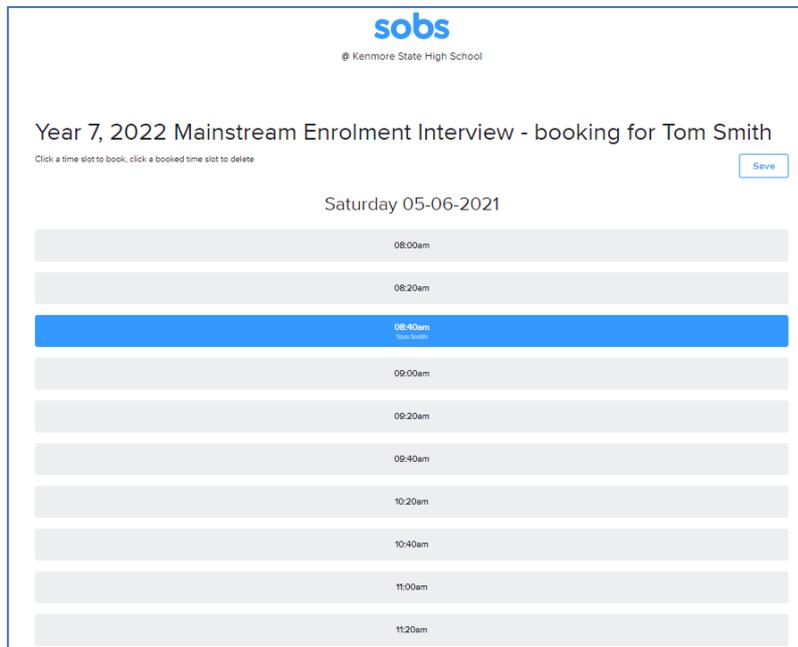


The screenshot shows the 'sobs' website for Kenmore State High School. It features a 'Parent/Guardian' section with 'John Smith' and an 'Edit' link. Below is a 'Students' section with 'Tom Smith (2022 Yr7)' and an 'Edit' link. A list of interview options is provided in blue buttons: 'Year 7, 2022 EAL/D and International Enrolment Interview', 'Year 7, 2022 Mainstream Enrolment Interview', 'Year 7, 2022 Teaching and Learning Support (TALS) Enrolment Interview', 'Year 7, 2022 GIEP Enrolment Interview', 'Year 7, 2022 KEN-X Enrolment Interview', 'Year 7, 2022 MEX Enrolment Interview', and 'Year 7 2022 KEN-X & GIEP Enrolment Interview'. A note states: 'If your student is applying for the KEN-X Program, they need to complete an ACER test before or after their enrolment interview. Please allow 1 hour before/after the interview time to complete the ACER test.' At the bottom, there is an 'Add a student' button.

2. You are now presented with a list of the bookable slots.

In this instance, you are the first parent to book so there is plenty of availability.

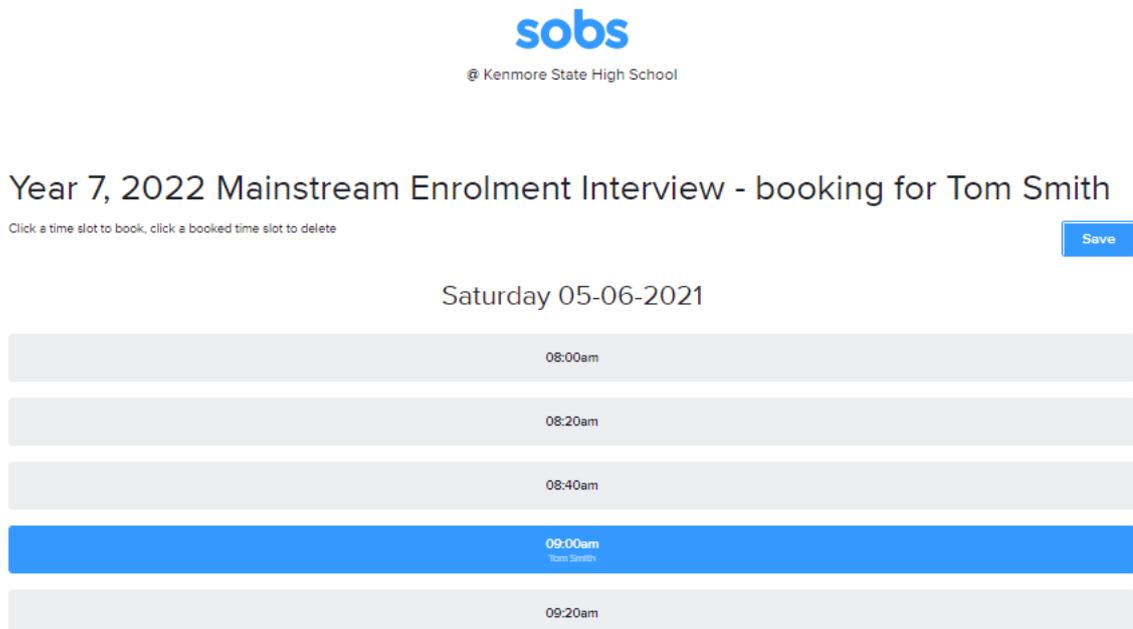
Select an available timeslot.



The screenshot shows a web interface for booking a Year 7, 2022 Mainstream Enrolment Interview. At the top, the 'sobs' logo is displayed with the text '@ Kenmore State High School'. Below the logo, the title 'Year 7, 2022 Mainstream Enrolment Interview - booking for Tom Smith' is shown, along with a small instruction: 'Click a time slot to book, click a booked time slot to delete' and a 'Save' button. The date 'Saturday 05-06-2021' is centered. A list of time slots is presented as horizontal bars. The 08:40am slot is highlighted in blue, while all other slots (08:00am, 08:20am, 09:00am, 09:20am, 09:40am, 10:20am, 10:40am, 11:00am, 11:20am) are greyed out.

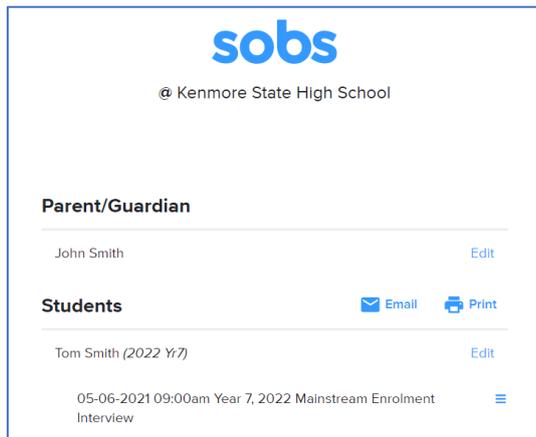
You can remove a booking simply by clicking on the blue timeslot. This will remove your booking and restore the other bookable options.

3. Once you've selected a timeslot, scroll up to the top of the screen and click "Save".



This screenshot shows the same booking interface as the previous one, but with the 09:00am slot selected and highlighted in blue. The 08:40am slot is now greyed out. The 'Save' button is visible in the top right corner. The rest of the interface, including the logo, title, and date, remains the same.

Once you have saved your selected timeslot, you will return to this screen which highlights your booked timeslot:



PLEASE NOTE: You will not receive an automatic email confirmation of your booking. Please follow the below steps.

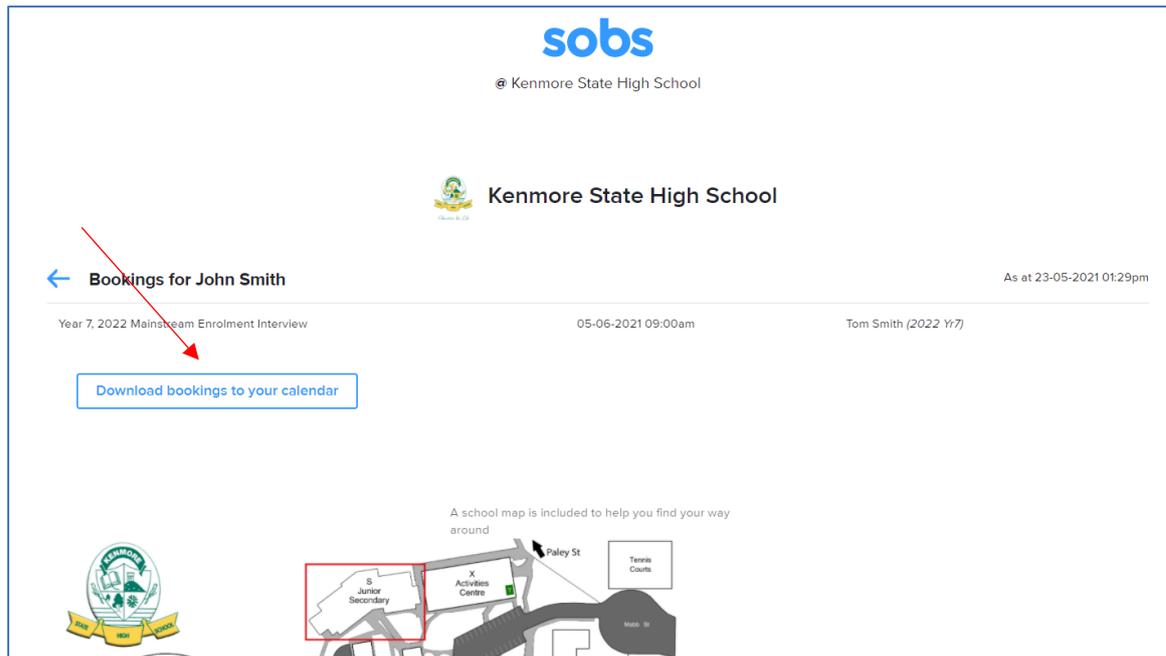
Click the “Email” button to send a list of the bookings to your email, as well as a map of the school.



Click the “Print” button to display a list of your bookings so that you can then print (on most web browsers this is Control + P).

You also have the option to “Download bookings to your calendar”.

A school map is also featured on this page.



Once you have sent a confirmation email and/or printed your booking information, you can exit the page. There is no specific logoff option – you can just close your browser window.

A booking reminder will be sent to your nominated email address at 5.00am on the day of your interview.

Once I have exited the page, how do I view my booking or make any changes to parent, student or booking details?

To sign back into your account to view your bookings or make any changes, use the link provided on page 1 and use the same email address from your original booking to sign back in.

If you have any issues with your booking, please email enrolments@kenmoreshs.eq.edu.au