Compass

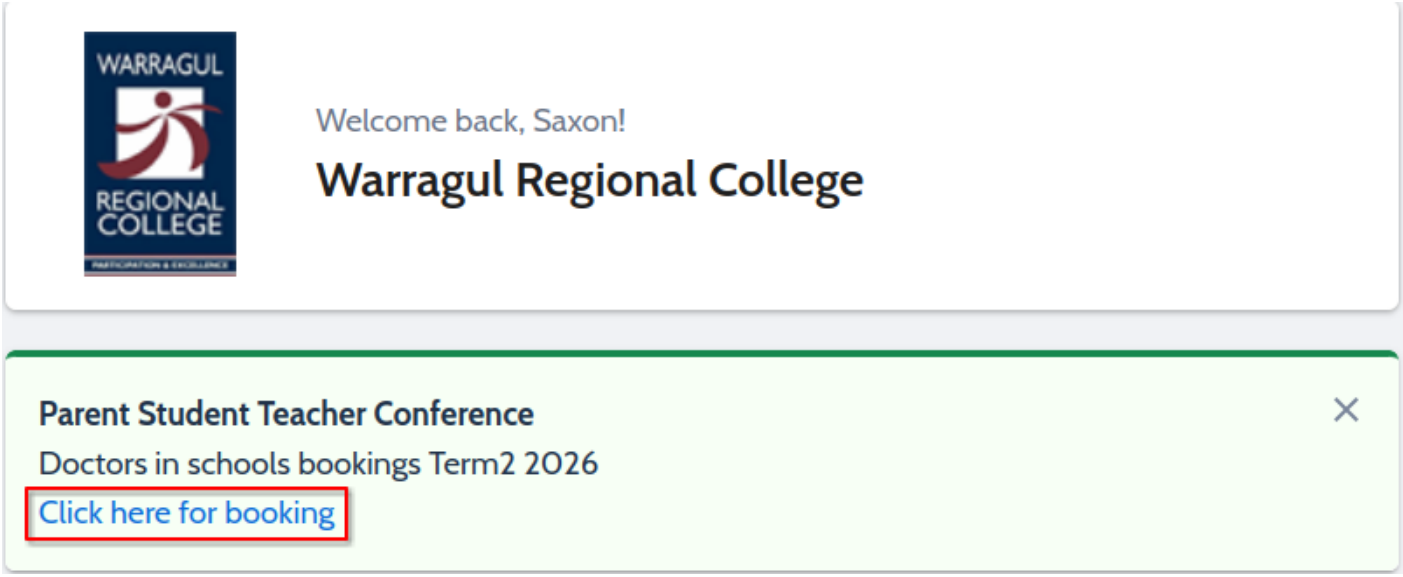
- # Student Guide: Booking an Appointment with Doctors in Secondary Schools (DiSS) in Compass

Student Guide: Booking an Appointment with Doctors in Secondary Schools (DiSS) in Compass

Warragul Regional College has set up **Compass Conferences** as the booking system for students to make appointments with the **Doctors in Secondary Schools (DiSS)** program.

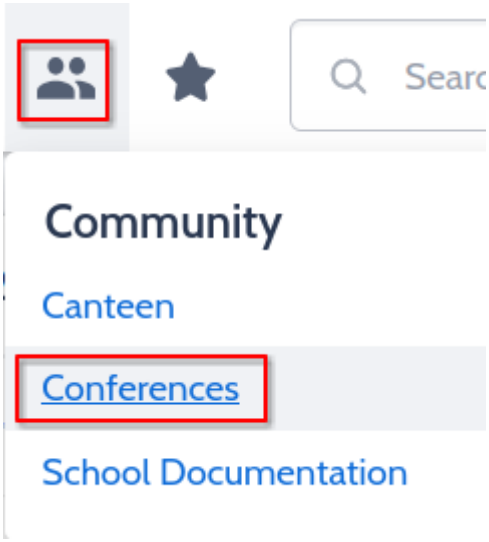
Option 1 — Booking from the Dashboard Alert

1. Log in to **Compass**.
2. From the **Home Screen**, look for an alert on your dashboard prompting you to make a booking.
3. Click the hyperlink to begin the booking process.



Option 2 — Booking Through the Community Tab

1. Log in to **Compass**.
2. Select the **Community** tab from the top menu.
3. Click **Conferences**.

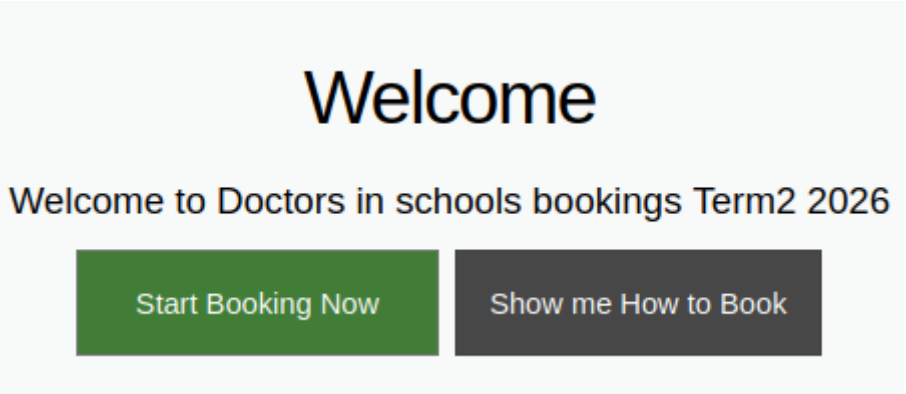


Finding the Correct Booking Cycle

4. You will be taken to the **Conference Cycles** page.
5. Find the cycle named:
   Doctors in Schools Bookings – Term # Year
6. Press **My Bookings** next to the cycle name.

Making Your Booking

7. You will then be prompted to either:
   - **Start Booking Now**
   - **Show Me How to Book**



9. Select **Start Booking Now** to continue making your appointment.
10. Follow the prompts to choose an available appointment time.
11. Confirm your booking when finished.

Need Help?

If you experience any issues booking your appointment, please contact the schools I.T Department for assistance.