Welcome

Now that your account is set up, you're ready to build your first scheduler. PickATime offers four scheduling types — choose the one that fits your use case, or reach out and we'll help you decide.

□□ Parent-Teacher Appointments (PTA) *Best for schools with 20+ teachers*

Parents log in and see only the teachers their child has a class with — no scrolling through irrelevant names. This is our full-featured conference scheduling product for larger schools.

□□ Watch the PTA Demo | □□ PTA Setup Guide

□□ Parent-Teacher Appointments — Simple PTA *Best for schools with 20 or fewer teachers*

A streamlined version where parents choose from a list of all teachers at the school. Teacher-student relationships don't need to be pre-configured, making setup fast and simple.

□□ Watch the Simple PTA Demo | □□ Simple PTA Setup Guide

□□ *Not sure which PTA product is right for your school? Email us at support@pickatime.com and we'll help.*

□□ Event Scheduling *Best for one-time or multi-day appointment events*

Let participants choose a location, pick a time, and book their slot — all online. Works for events that span a single day or stretch across several weeks.

Common uses: Flu shot sign-ups · Health & wellness screenings · Admission interviews · School tours · Training events

□□ Watch the Event Demo | □□ Event Scheduling Setup Guide

□□ Roster Scheduling *Best for program sign-ups without a specific time slot*

Participants register for a program or event rather than booking a particular time. Ideal for recurring programs and ongoing enrollments.

Common uses: Summer camp registration · After-school program sign-ups · Permission slips

□□ Watch the Roster Demo | □□ Roster Scheduling Setup Guide

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