

# Appointment Fields

Can I prompt my parents for a phone number? or additional information?

See the following page for complete details on collecting information from your parents:

[Collect Parent Information](#)

## Best Practices

With the PTA product, the **parent name** and **email address** are collected when the parent logs in. The **student name** is collected when the parent connects their student to their account.

Because this information has already been collected, parents should not be asked to enter it again each time they book an appointment.

On the **Settings / Appointment Fields** page, you generally should **not** include prompts for **Student Name**, **Parent Name**, or **Email Address**. Removing these unnecessary fields makes the booking process quicker and avoids duplicate data entry.

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