Parent Teacher Calendar Permissions for Teachers
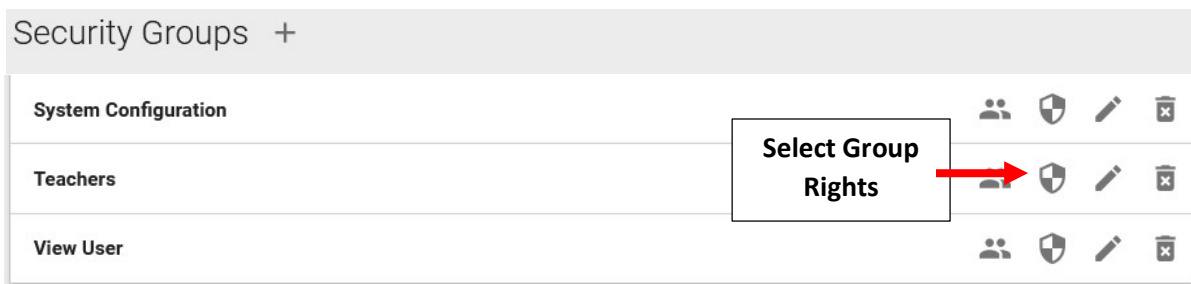
**Calendar Permissions Must but Added to Teacher Security Group for Teachers to Create **
Parent Teacher Conferences

From the Main Menu please select **Security > Groups**

Select Security > Groups

Select **Group Rights** **for the Teachers Group**

Select Group Rights

Select **Calendar** **under Filter.   Select** **Use** **for both** **Class Events** **and** **School Events**. **Your Chnages will** **Save** **Automatically**

1. Select Calendar

2. Select Use for both Class Events and School Events