



Quick guide to SAJS ticketing system

15 Apr 2019 v1.3

Pictorial guide for parents

ICT Department
SAJS

BOOKING TICKETS FOR SAJS EVENTS

STEP 1: ENTER YOUR SON’S ID & INDICATE YOUR RELATIONSHIP. PRESS “LOGIN”.

STEP 3: PRESS “BOOK SLOTS NOW”

2015 Mid-Year Parent-Teacher-Child Conference (P) For Parent

IMPORTANT: Please remember to note down the meeting time. The meeting will be held in your son's form class. Your son's presence is required during the meeting. You may meet your son's Mother Tongue teacher in the school hall on a first-come-first serve basis. In the event that you are not available to meet your son's form teacher, kindly email the teacher for an alternative date and time for the meeting.

Price	Free
Event Date	27/05/2015
Registration End Date	26/05/2015
Cancel Before	25/05/2015

Registration End Date
Last date in which you can book your ticket.

Cancel Before Date
Last date in which you can make changes to your booking.

STEP 4: PRESS “LOAD SESSIONS”, FOLLOWED BY “BOOK THIS SESSION”

SAJS Ticketing Home My Events Father of [REDACTED]

Home / Event

2015 Mid-Year Parent-Teacher-Child Conference (P[REDACTED])

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Event will be held on 27/05/2015 [Download Ticket](#)

Start Time	End Time	Booked Session	View Sessions
8:00 am	8:10 am		Load Sessions
8:10 am	8:20 am		Load Sessions
8:20 am	8:30 am		Load Sessions
8:30 am	8:40 am		Load Sessions

Sessions from 8:10 am to 8:20 am

Parent-Child-Teacher Conference
Click to read more

1/1 Available [Book This Session](#)

STEP 5: PRESS “DOWNLOAD TICKET” TO DOWNLOAD YOUR TICKET.

SAJS Ticketing Home My Events Father of [REDACTED]

Home / Event

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8:00 am	8:10 am		Load Sessions
8:10 am	8:20 am	Parent-Child-Teacher Conference	Load Sessions
8:20 am	8:30 am		Load Sessions
8:30 am	8:40 am		Load Sessions

Sessions from 8:10 am to 8:20 am

Parent-Child-Teacher Conference
Click to read more

Fully Booked [Cancel This Booking](#)

Note: You can press “Cancel This Booking” button to cancel your bookings. However, do note that this system is live and another person logging in to this system at the same time may choose your booking once you have cancelled it.