

Student Booking for Retrieval of Items from School in teachassist

Students can book their retrieval time for picking up items from their lockers at school using teachassist.

First, log in to teachassist at <https://ta.yrdsb.ca>

Scroll down to the Appointment Bookings area, and click on the Calendar icon



test school
Calendar

yesterday
Tues., June 2, 2020


today
Wed., June 3, 2020

tomorrow
Thu., June 4, 2020

[Full Year Calendar](#)

Appointment Bookings

No appointments today

Book Appointment for the date 2020-06-03 

All open appointments

Choose a date that the school has stated as valid days to retrieve items from your locker

June 2020						
Su	Mo	Tu	We	Th	Fr	Sa
31	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	1	2	3	4

You'll then be presented with time slots available for booking. Click on one of the links listed under "**Retrieval of School Items**" in order to set your scheduled appointment.

The screenshot shows a web interface for booking appointments. At the top, there is a "Back" link and a title "Appointment Bookings on 2020-06-15". Below this is a yellow banner with the text "2020-06-15 10:45:00 with school, t - [cancel](#)". A date selection field shows "2020-06-15" with a calendar icon. The main content area is titled "All open appointments" and contains two columns of time slots. The left column is labeled "C, T :" and lists slots from 14:00:00 to 14:50:00. The right column is labeled "school, t : Retrieval of School Items" and lists slots from 10:45:00 to 14:45:00. At the bottom, a yellow banner states "All appointments for current teachers" and "None available".

[Back](#)

Appointment Bookings on 2020-06-15

2020-06-15 10:45:00 with school, t - [cancel](#)

Book Appointment for the date

All open appointments

C, T : @ 14:00:00 with C, T @ 14:10:00 with C, T @ 14:20:00 with C, T @ 14:30:00 with C, T @ 14:40:00 with C, T @ 14:50:00 with C, T	school, t : Retrieval of School Items 2020-06-15 10:45:00 with school, t 2020-06-15 11:00:00 with school, t 2020-06-15 11:15:00 with school, t 2020-06-15 11:30:00 with school, t 2020-06-15 11:45:00 with school, t 2020-06-15 12:00:00 with school, t 2020-06-15 12:15:00 with school, t 2020-06-15 12:30:00 with school, t 2020-06-15 12:45:00 with school, t 2020-06-15 13:00:00 with school, t 2020-06-15 13:15:00 with school, t 2020-06-15 13:30:00 with school, t 2020-06-15 13:45:00 with school, t 2020-06-15 14:00:00 with school, t 2020-06-15 14:15:00 with school, t 2020-06-15 14:30:00 with school, t 2020-06-15 14:45:00 with school, t
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All appointments for current teachers
None available

Once done, you'll be presented with the notice that an appointment is set. You can choose to cancel this appointment and change it, but only one appointment time slot is reservable for a future date.

There is a limit to the number of people that are allowed to book per time slot, so as they become filled, time slots will disappear.

On the day of the booking, when you log in to teachassist, you'll be presented with a pop up notice stating that you have an appointment scheduled for that day.