



Welcome to Palliser Regional Schools - ADS!

Registration Procedure for Teachers and Substitutes

Call the Palliser Regional Schools ADS phone number at either:
587-787-1799 or Toll-free at 1-855-250-2086

Enter your Employee Number, followed by the "#" key.

Enter your Employee Number when prompted for your PIN number.
Then press "#".

Your name **MUST BE RECORDED** - *if your name isn't recorded, Subs will not receive calls.* Speak your name after the tone, followed by the "#" key. Press "1" to accept.

Press "5" on the main menu, then "1".

Enter "#". When prompted, enter your new PIN number, followed by "#". Press "1" to accept.

- The PIN must be a minimum of four digits. **Write this number down.** It will be your permanent PIN number.

Press "*" then "1" to exit the ADS system.

More information will provided with an outgoing leaflet.
If you need additional assistance please call Linda Poirier at 403-328-4111,
or Marliss Norlin at 403-394-1288.