

Appointments – An Overview [Share](#)

Last Modified on 09/29/2025 11:46 am EDT

Jackrabbit's Appointments feature streamlines scheduling for one-on-one lessons, evaluations, room rentals, and more. It prevents double booking and optimizes resources by offering available time slots based on student, staff, and room availability. With its smart scheduling system, managing private lessons and other offerings becomes effortless, saving you valuable time and effort.

- ★ Manage a variety of services all in one platform, simplifying operations and reducing complexity.
- ★ Optimize resources to maximize space and staff productivity and increase revenue by minimizing downtime.
- ★ Allow parents to book, cancel, and agree to appointment-specific policies in the Parent Portal – saving you time and ensuring transparency.



Permissions determine what data your Users can access and what actions they can perform. The Appointments feature requires the *Appointment Types* and *Appointment Bookings* permissions. These two permissions are automatically granted to Users whose roles are either Owner or Manager/Director. Learn more about [Permissions for Jackrabbit Users](#).

Explore the links below to learn more about Appointments.

 [Create an Appointment Type](#)

Appointment Types in Jackrabbit allow you to create various bookings, such as private lessons and auditions. Set up Appointment Types through a four-step process, including defining details, scheduling, fees, and additional information.



Book an Appointment in Jackrabbit

Ready to start booking appointments?
Jackrabbit Users can choose an Appointment Type, select students, and pick available timeslots to book appointments.



Book an Appointment in the Parent Portal

Parents can book single and recurring appointments directly in the Parent Portal by selecting an Appointment Type, choosing a student, and picking available dates and times.