

KinderSign – Sponsor Checking Children In and Out

A Use the keypad to enter your 10-digit phone number. Tap **Next**.



NOTE: If you share the same phone number with another parent/sponsor, KinderSign will display a list of names attached to the phone number. Select your name from the list to continue.

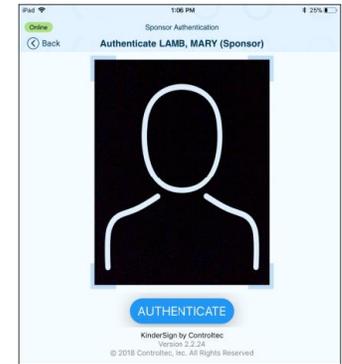
B You will enter your **PIN** and tap **Verify**. Note: If you are signing a child In or Out for the first time, you will be prompted to create a **PIN**. The **PIN** is four digits. You can change your **PIN** at any time by pressing the **Change PIN** link. Contact the Support Desk for assistance if you forget your **PIN**.



C When the **Sponsor Activities** screen appears, tap **Attendance**.



D Tap **Authenticate** to take your picture.



E The children you are a sponsor for will appear in a list. Select the child or children you will **Sign In** or **Sign Out**. KinderSign will highlight your selections.



F You will sign in the space provided.



G You will tap **Submit** to save the Attendance to KinderConnect. The tablet needs to be online for the attendance to transmit to KinderConnect.

H A message will appear confirming the attendance was saved successfully.

KinderSign returns to the keypad and is ready for the next Parent/Sponsor to sign in.