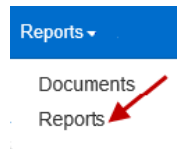


KinderSign - Initial Registration of Provider's Tablet

You will need to register each tablet one time only. To register the tablet you must complete steps in both KinderConnect and KinderSign. You must be able to log in to KinderConnect on your computer using the URL that was provided to you in the **Read Me First** document. There are additional Quick Reference Cards (QRCs) if you need more information about KinderConnect.

- A** To use KinderSign on a tablet you must first register with KinderConnect using a computer. Open KinderConnect and click on **Reports** under **Reports**.



- B** Press the drop-down arrow and select **KinderSign Tablet Registration Form** from the menu.



- C** Press **View**. A document that contains the QR code is automatically downloaded to your computer an icon labeled **KinderSign Tablet....pdf** appears. Click on the icon to open the PDF document.



- D** The PDF document contains a scannable Quick Response (QR) code.



Verify the tablet is connected to wireless internet (WiFi).

You may either...

- Scan the KinderConnect QR code on the computer screen, or
- Scan the KinderConnect QR code from a printed copy.

- E** Using the tablet, open **KinderSign**.

- F** Tap **Scan** on the tablet screen, which switches the tablet to scan mode.

- G** To scan, move the QR code into the view of the tablet camera so that the QR code is visible on the tablet screen. As soon as the whole QR code is visible to the tablet camera, the tablet scans the QR code automatically.

- H** Once the scan is successful, the tablet will be registered to the provider and displays the following message: **Device Registered. Your device has been registered and is ready to use.**

- I** Now that you are registered, return to KinderConnect on your computer and click on **Reports** under **Reports** to finalize steps and be able to track attendance. Press the drop-down arrow and select **Provider Mobile Sign In Sheet** to complete setup.

Report: **Provider Mobile Sign In Sheet**

- J** Repeat steps **C** and **D**. Upon successful completion, the telephone keypad displays and KinderSign is ready for caretakers/sponsors to use for checking their children in and out of care.