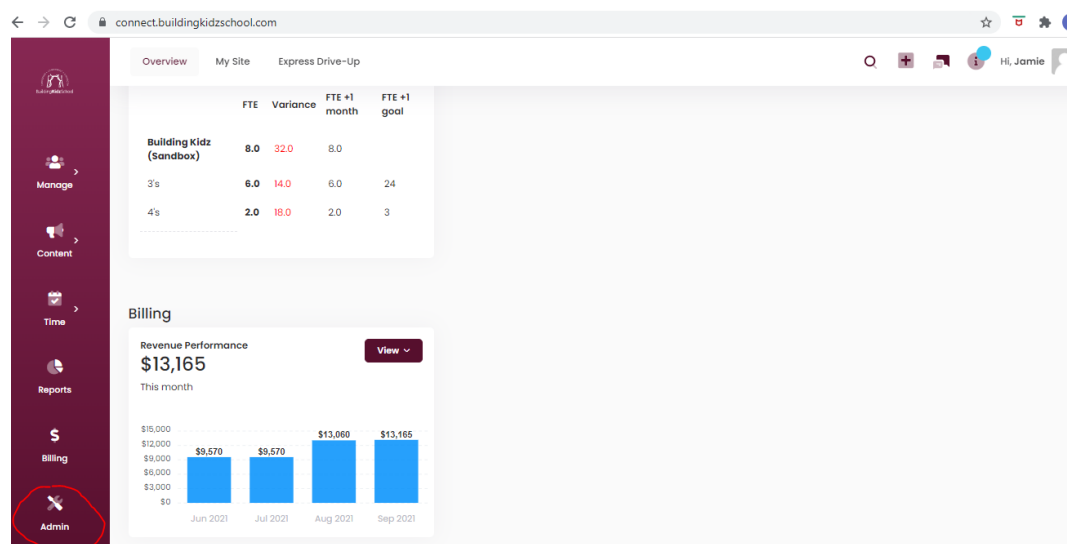


How to set up your device to Kiosk mode for parents and teachers to sign in with their 4-digit PIN code:

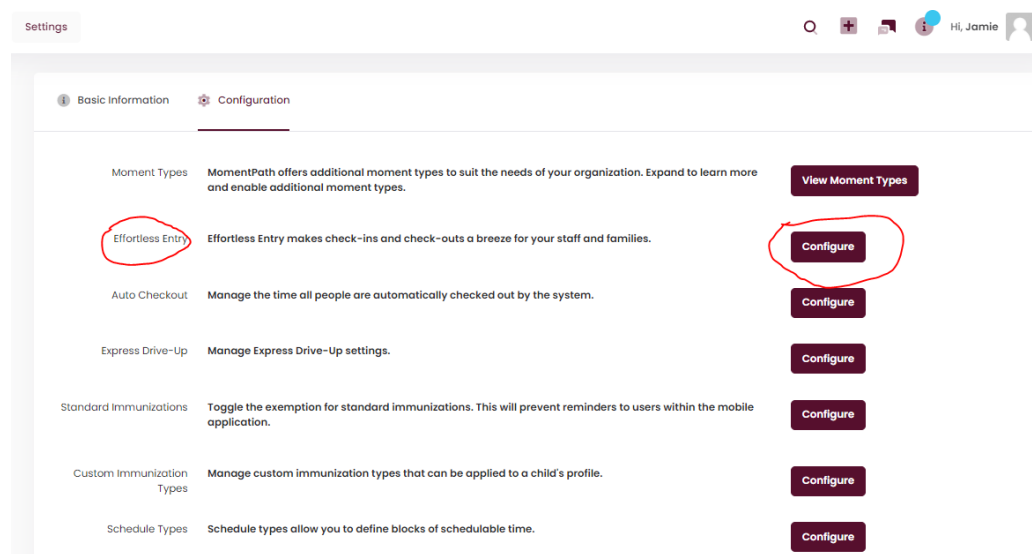
Administrators have the ability to enable their center's check in/out tablets or computers in a Kiosk Mode to make check-ins and check-outs a breeze for your staff and families

To set up this feature follow the steps below:

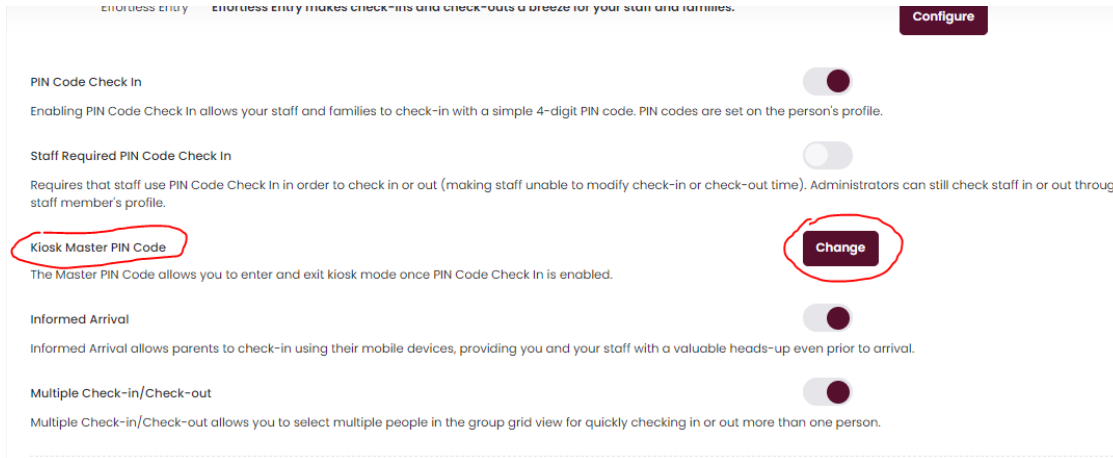
1. From your web browser find the Admin icon on the bottom left hand corner:



2. Once you click on the Admin Icon you will be redirected to the Configuration page. Next, you will want to select the Configure from Effortless Entry feature.



3. From here, you will want to find Kiosk Master Pin Code and select Change. This will redirect you to create a Master Kiosk PIN Code in order to convert tablets or computers to stay in a Kiosk mode.



4. Select a unique 4-digit Master Code that will be remembered by administrators and select Ok.

Set Master PIN Code

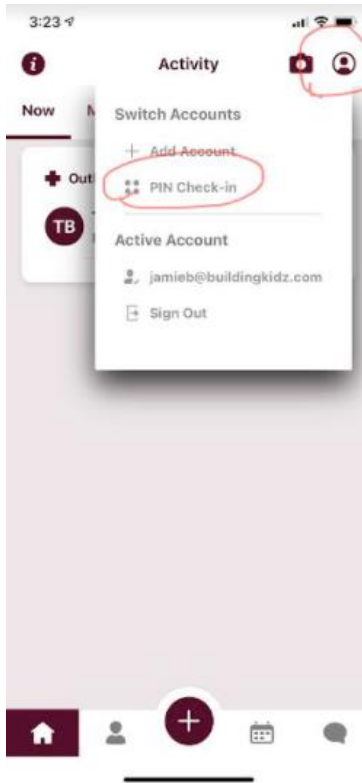
Choose a number you can remember and/or are comfortable sharing with your staff to enable and disable kiosk mode for PIN Code Check In

OK Cancel

5. Now you are ready to convert your tablets or computers to a Kiosk Mode.

Converting lobby tablets into Kiosk Mode:

1. From your app, go to the upper righthand corner of your screen and select your profile picture/icon. A second screen will pop-up and then you select PIN Check-in.



2. You will be redirected to add your PIN Code. From here you will use your Master PIN Code to lock your device into Kiosk Mode. Now your staff and parents will have the ability to check in and out with ease.

3. To exit Kiosk Mode, simply enter in the Master PIN Code again

PIN Code Check In/Out

Enter PIN:

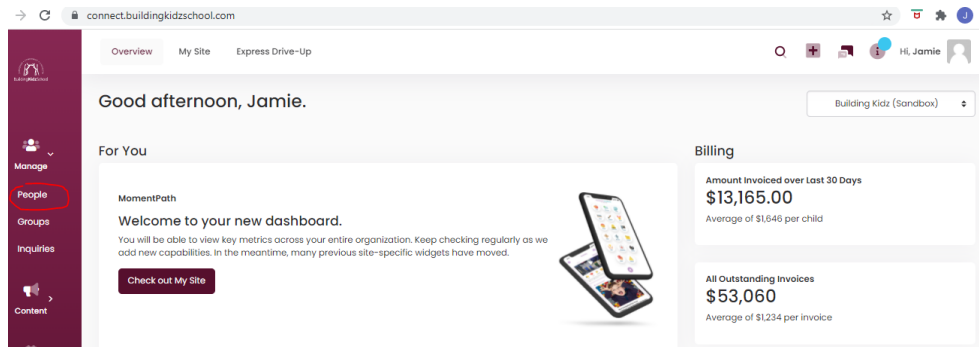
Submit

4. You will be redirected to add your PIN Code. From here you will use your Master PIN Code to lock your device into Kiosk Mode. Now your staff and parents will have the ability to check in and out with ease.

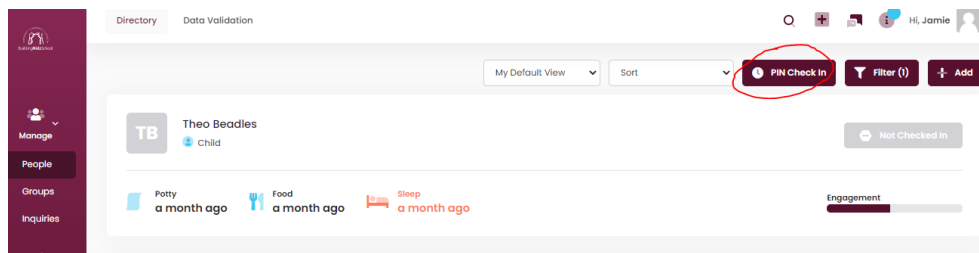
5. To exit Kiosk Mode, simply enter in the Master PIN Code again

Converting lobby computer into Kiosk Mode:

1. From your web browsers, go to Manage and then select People.



2. Once you are in the People page go to PIN Check-in on the righthand side of your screen.



3. You will be redirected to add your PIN Code. From here you will use your Master PIN Code to lock your device into Kiosk Mode. Now your staff and parents will have the ability to check in and out with ease.

PIN Code Check In/Out

Enter PIN:

4. To exit Kiosk Mode, simply enter in the Master PIN Code again