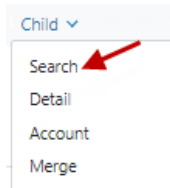


KinderConnect - Adding Child Picture

KinderConnect allows you to add a picture to the records of the children you care for. This picture will also appear next to the child's name in KinderSign. Before you start, you will need to have a picture of the child saved on your computer.

A Press **Search** under Child.



B Enter the search criteria for the child you would like to view. Press **Search**.

Child Search

First Name:	
Last Name:	
CIN:	
Phone Number:	
Schedule Date:	11/19/2024
Region:	Select All
Provider:	Select >>
Use Phonetic Matching:	☐

C Select the child you would like to view by clicking on their name in the **Search Results** to access the **Child Detail** page.

Search Results 15 Results Found

Name ↑	ID ↑	CIN ↑	Date of Birth ↑	Phone ↑	Providers ↑	Sponsors ↑	Type ↑	Account
DFPS, child	272316	TXC000915188	11/23/2020		Robindell Private School (209612)	DFPS, Worker (PC)	Subsidized	Account

D From the **Child Detail** page, press **Upload Picture**.



E Locate in your computer the child picture you would like to upload, which you had previously saved. This process will vary based on your computer.

F Once selected, the picture will appear on the right side of the **Child Detail** page. The picture will also display in KinderSign next to the child's name.

Child Detail

Child ID:	272316											
CIN:	TXC000915188											
First Name: *	child											
Middle Name:												
Last Name: *	DFPS											
Date of Birth: *	11/23/2020											
Phone Number:												
Child Type:	Subsidized											
Subsidized Schedules:												
<table><thead><tr><th>Provider</th><th>Date Range</th><th>Status/Type</th><th>Authorization</th><th>Scheduled Hours</th></tr></thead><tbody><tr><td>Robindell Private School (209612)</td><td>11/8/2024- 10/1/2025</td><td>Active</td><td></td><td></td></tr></tbody></table>			Provider	Date Range	Status/Type	Authorization	Scheduled Hours	Robindell Private School (209612)	11/8/2024- 10/1/2025	Active		
Provider	Date Range	Status/Type	Authorization	Scheduled Hours								
Robindell Private School (209612)	11/8/2024- 10/1/2025	Active										
Non-Subsidized Schedules:	Add Non-Subsidized Schedule											

The **Delete Picture** button enables once a picture is uploaded. You can change the picture at any time by deleting the existing picture and repeating the steps above to upload a new one.

G To remove a picture, press **Delete Picture**.

