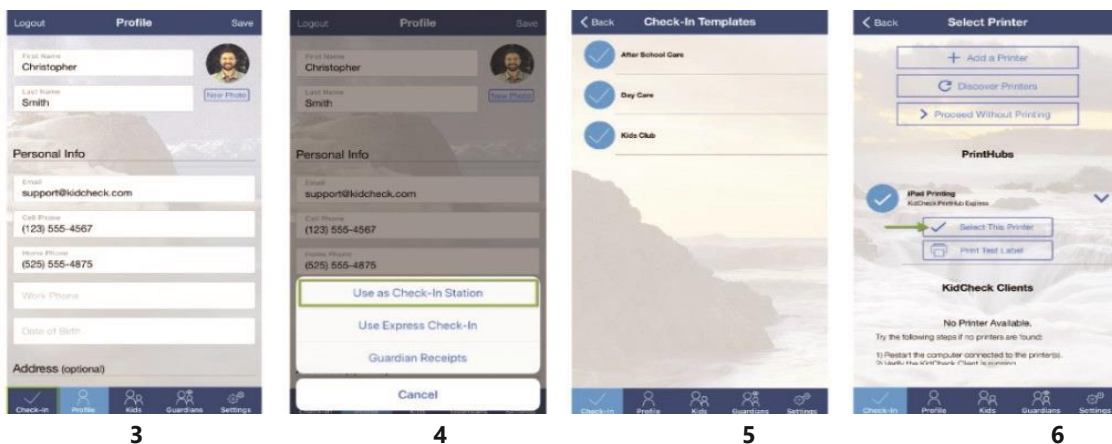


Mobile Start/Stop Check-In

Note: Only individuals who have been granted administrative access in KidCheck (as an Administrator, Campus Manager, Coordinator, or Check-In Worker) can start or stop check-in.

To Start Mobile Check-in Station:

- 1) Open the KidCheck App on the mobile device
- 2) Sign into KidCheck with your username and password
- 3) Select on the **Check-in** tab
- 4) Choose **Use as Check-In Station**
- 5) Choose either Check-In Templates/Program and select the corresponding template/program
- 6) On the **Select Printer** screen, select on your PrintHub/ExpressHub and select the appropriate printer for your check-in.



To Stop Mobile Check-in Station:

iPad Station

- 1) Double click the **home-button** of the iPad to show most recently used apps. (If your iPad has no home button, swipe up to reveal launched apps, then swipe up on the KidCheck app to close)
- 2) Swipe **left** or **right** until you see the KidCheck App
- 3) Swipe **up** on the app's preview page to close the KidCheck App

Android Station

- 1) Launch the recent applications menu by double clicking the home-button of the Android tablet. (If your Android tablet has no home button, swipe up or use the multi-menu button to reveal apps, and swipe up on the KidCheck app to close)
- 2) Find the KidCheck Application and swipe to the **right** or **left**.

Note: Force closing an application on Android Tablet will be different depending on the model of the device.