

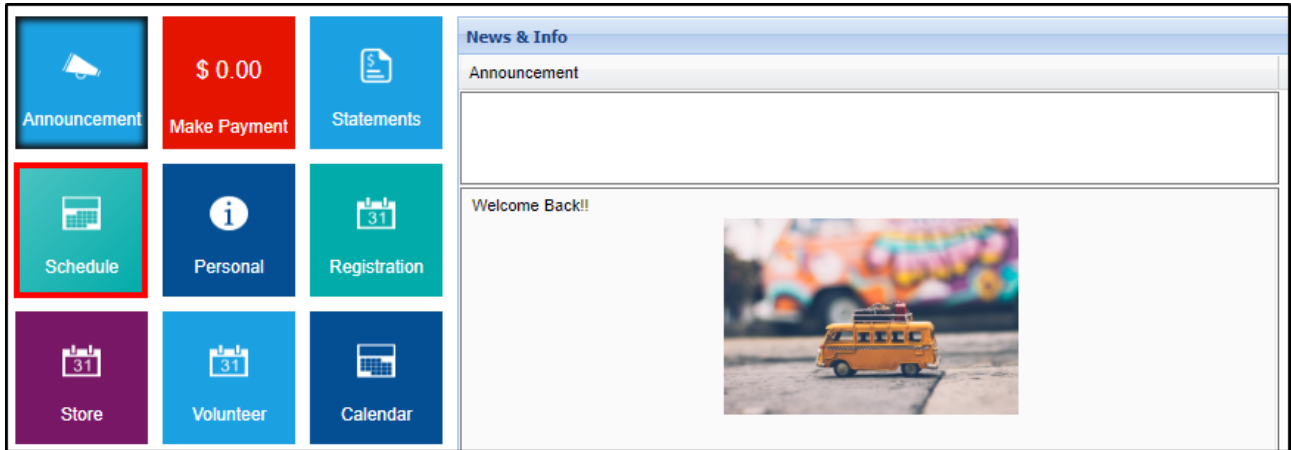
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Parent Portal - Selecting Days from a Parent Managed Calendar

Last Modified on 03/08/2019 12:22 pm EST

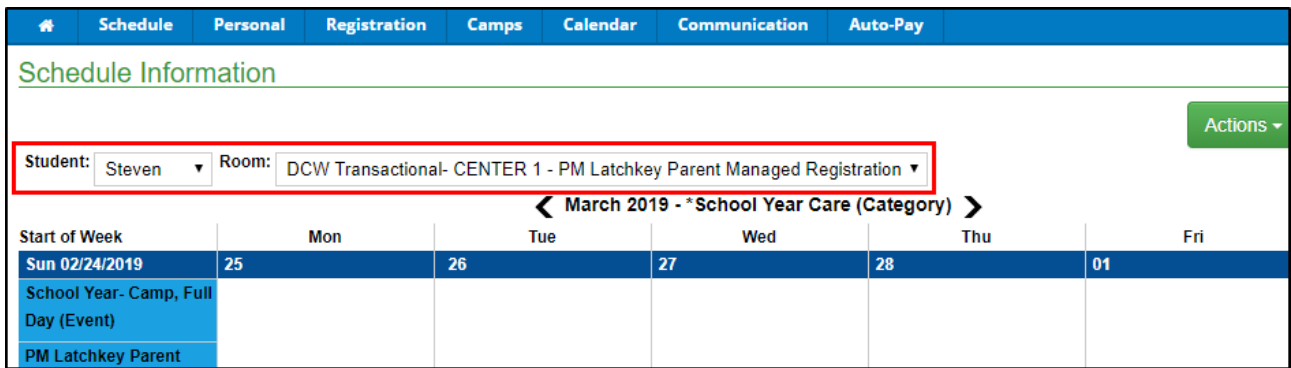
If a student is registered into a Parent Managed Registration room, parents can select the days their student(s) will attend from a calendar. Follow the steps below:

1. Click the Schedule/Attendance tile from the home screen of the parent portal



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2. If a family has multiple students and/or attends multiple centers, use the Student and Room drop-down menus to view the correct calendar



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3. Select the available day(s) from the parent managed calendar

Sun 10/28/2018	29	30	31
Full Day Example			
Tammy Parent Managed Room	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Registration Room - Tammy			
Flexible Child Care Registration			
Flexible Care, Full Day	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Flexible Care, AM			
Flexible Care, PM			
Flexible Care, Extended Day			

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- 4. Click Save below the calendar
- 5. The Enrollment(s) screen will display with the Cart Total and Total Due On Checkout (if applicable)

Enrollment(s)	
Total Due On Checkout:	\$0.00
FIND MORE	

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- 6. Click Find More to select more days