Parent Portal-Parent Managed Calendar

Selecting Drop-in Days from the Parent Managed Calendar.

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



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.

*	Schedule	Personal	Registration	Camps	Calendar	Communication	Auto-Pay			
Schedule Information										
Actions -										
Student: Steven V Room: DCW Transactional- CENTER 1 - PM Latchkey Parent Managed Registration V										
🗸 March 2019 - *School Year Care (Category) 💊										
Start of Week		Mon		Tue		Wed		Thu	Fri	
Sun 02	2/24/2019	25		26		27	28		01	
Schoo	l Year- Camp, Fu	1								
Day (E	vent)									
PM La	tchkey Parent									

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			
Registration Room -			
Tammy			
Flexible Child Care			
Registration			
Flexible Care, Full Day			
Flexible Care, AM			
Flexible Care, PM			
Flexible Care, Extended			
Day			

- 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

6. Click Find More to select more days