

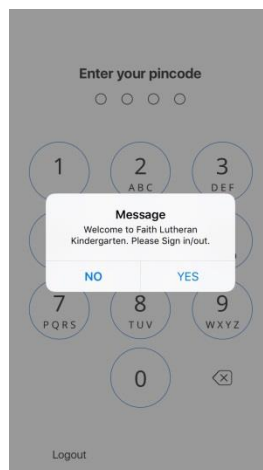
# Faith Lutheran Kindergarten

## HOW TO SIGN IN / OUT USING XPLOR APP ON PHONE:

1. As you enter the Kindy, you will receive a notification on your phone as below:



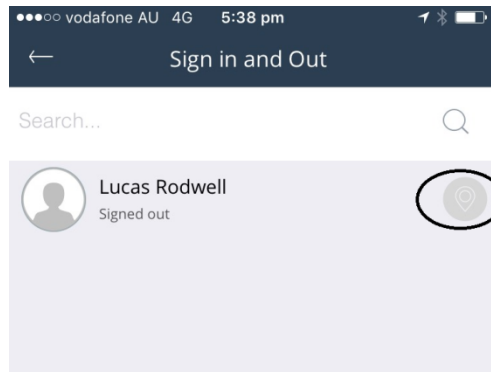
2. Click on the notification and click 'YES':



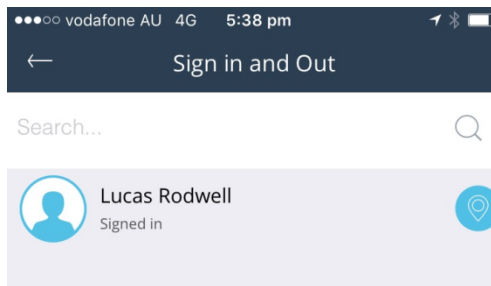
3. You will then be prompted to enter your pin. Enter 4 digit pin.



4. TO SIGN IN: You will see the sign in and out screen with your child's name listed below. Their name will be greyed out and it will say 'signed out' under their name which means that they are not signed in.



5. Hold your finger on the marker icon until the blue line reaches the icon and the status changes to 'signed in'.



6. TO SIGN OUT: Hold your finger on the marker icon until the blue line reaches the icon and the status changes to 'signed out'.

