

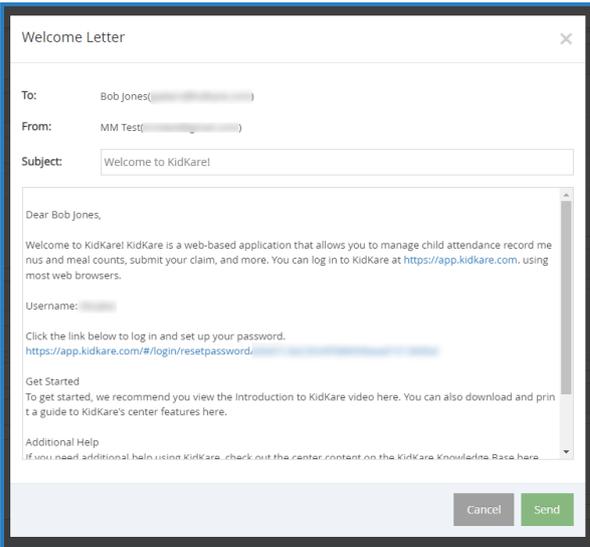
[VIDEO] Center Welcome Letter

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CDT

Use KidKare to send welcome messages to centers. Depending on whether you are implementing your centers with Minute Menu CX or KidKare, this welcome message will either include installation and login information for Minute Menu CX or login information and help content for KidKare. To select the letter to send and customize the content, see [Customize the Center Welcome Letter](#).

To send a welcome message:

1. From the menu to the left, click **Center Management**.
2. Select **Manage Center Information**.
3. Click the **Select Center** drop-down menu at the top of the window and select the center to which to send the welcome letter.
4. Verify that the **Email Address** entered in the **General** tab is correct. This is the email that received the welcome letter.
5. Click the **Oversight** tab.
6. In the **Center Login** tab, click **Send Welcome Letter**. The Welcome Letter pop-up opens and displays the text you entered to the Welcome Letter template.



Welcome Letter

To: Bob Jones()

From: MM Test()

Subject: Welcome to KidKare!

Dear Bob Jones,

Welcome to KidKare! KidKare is a web-based application that allows you to manage child attendance record menus and meal counts, submit your claim, and more. You can log in to KidKare at <https://app.kidkare.com>, using most web browsers.

Username:

Click the link below to log in and set up your password.
<https://app.kidkare.com/#/login/resetpassword>

Get Started
To get started, we recommend you view the Introduction to KidKare video here. You can also download and print a guide to KidKare's center features here.

Additional Help
If you need additional help using KidKare, check out the center content on the KidKare Knowledge Base here.

Cancel Send

7. Make changes to the email, as needed.
8. When finished, click **Send**.