

Observe Sites

Last Modified on 05/17/2024 11:13 am
CDT

When you log in to **KidKare** you will see **Observer Mode** as an option on your main menu. In order to access this feature, follow the steps below.

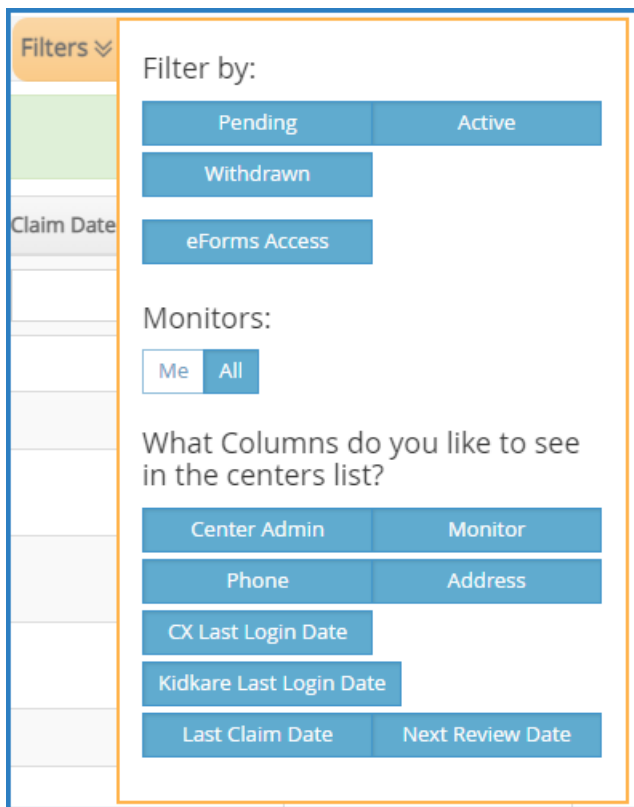
1. From the menu to the left, click **Observer Mode**.

The screenshot shows the KidKare Observer Mode interface. On the left is a navigation menu with options: Observer Mode, Foods, Billing Report, eForms, Get Help, and Logout. The main area displays a table of center information with the following columns: Center, Center Admin, Monitor, Phone, Address, CK Last login Date, Kidkare Last login Date, Claim Date, and Next Review date. The table contains 11 rows of data. Below the table, it indicates 'Showing 1 to 10 of 113 entries.' and includes a pagination control with 'Previous', '1', '2', '3', '4', '5', '12', and 'Next' buttons. At the bottom of the page, there is a copyright notice: 'Copyright © 2020 - Minute Menu Systems, LLC - All Rights Reserved' and links for 'Terms | Privacy Policy | Cookie Policy'. A 'KidKare Support' button is visible in the bottom right corner.

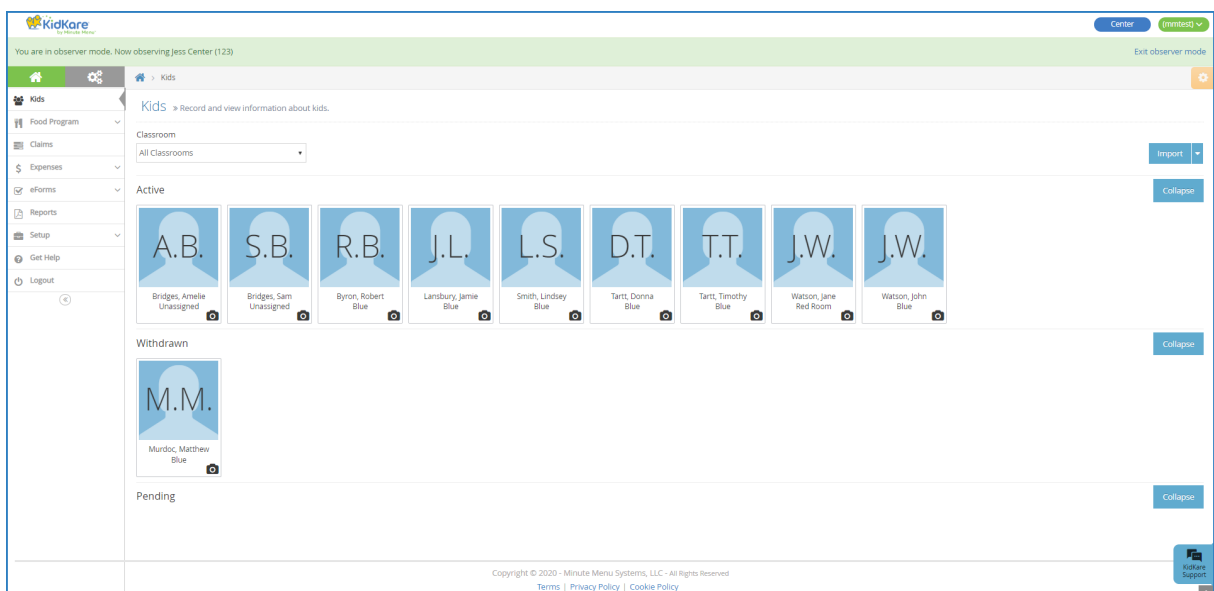
Center	Center Admin	Monitor	Phone	Address	CK Last login Date	Kidkare Last login Date	Claim Date	Next Review date
Te - C #909 (72588)	Administrator, Center(94589)				04/20/20 01:59 AM	04/20/20 06:59 AM		09/23/2019
_ #1 (73398)	Administrator, Center(95692)				07/26/18 11:02 AM	08/07/18 08:45 PM		
0627releaseup #133 (75577)	Administrator, Center(95045)				09/19/19 11:41 PM	09/20/19 04:40 AM		
254229nest #23455 (73968)	Administrator, Center(96637)	Monitor, Watcher(12852)			10/01/18 08:55 PM	10/02/18 01:57 AM		
ABC #12 (75872)	Administrator, Center(99675)				08/22/19 10:32 PM	08/23/19 03:32 AM		
ABCday #145 (75693)	ad, (101126)				04/23/20 06:01 AM	04/23/20 11:01 AM		
Absol #234 (73425)	Administrator, Center(95734)				01/08/20 09:31 PM	01/09/20 03:31 AM		
Active Lifestyle #777 (11993)	Administrator, Center(93812)				04/24/20 12:07 AM	04/24/20 05:06 AM		
add #11 (77572)	Administrator, Center(102365)							
April 192 #12 (75082)	Administrator, Center(98305)				03/25/20 12:53 PM	12/16/19 10:42 AM		09/25/2019

2. Click **Filters** in the top-right corner to set filters and customize the page display. You can change the following settings:

- **Filter By:** Filter the listed centers by status: Pending, Active, Withdrawn, or eForms Access.
- **Monitors:** View centers assigned to all monitors or just to you.
- **Columns:** Select the columns to include in the center list.



3. Use the blank boxes at the top of each column to search for a specific center. For example, click the Center box and begin typing a center's name. The list filters automatically.
4. Click the **Center**, **Center Admin**, **Monitor**, **Phone**, **Address**, **CX Last Login Date**, **KidKare Last Login Date**, and **Claim Date** columns to sort information in ascending or descending order.
5. Click a **center's name** to view that center's KidKare account as a center administrator. The account opens. A banner listing the center's name displays at the top of the page.



6. When finished, click **Exit Observer Mode** to return to your sponsor account.