

Observe Sites

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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**.

Welcome to Observer Mode. Select a Center you would like to observe and you will be logged into the center as that Center Admin.

Center	Center Admin	Monitor	Phone	Address	CX 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 (73577)	Administrator, Center(95045)				09/19/19 11:41 PM	09/20/19 04:40 AM		
25422West #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		
Abso1 #234 (73425)	Administrator, Center(95734)				01/08/20 09:31 PM	01/09/20 03:31 AM		
Active Lifestyle #777 (71993)	Administrator, Center(93812)				04/24/20 12:07 AM	04/24/20 05:06 AM		
add #11 (77572)	Administrator, Center(102965)							
April 192 #12 (75082)	Administrator, Center(98305)				03/25/20 12:53 PM	12/16/19 10:42 AM		09/25/2019

Showing 1 to 10 of 113 entries.

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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- **Filter By:** Filter the listed centers by status: Pending, Active, Withdrawn, or eForms Access.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.

Filters

Filter by:

Pending Active

Withdrawn

eForms Access

Monitors:

Me All

What Columns do you like to see in the centers list?

Center Admin Monitor

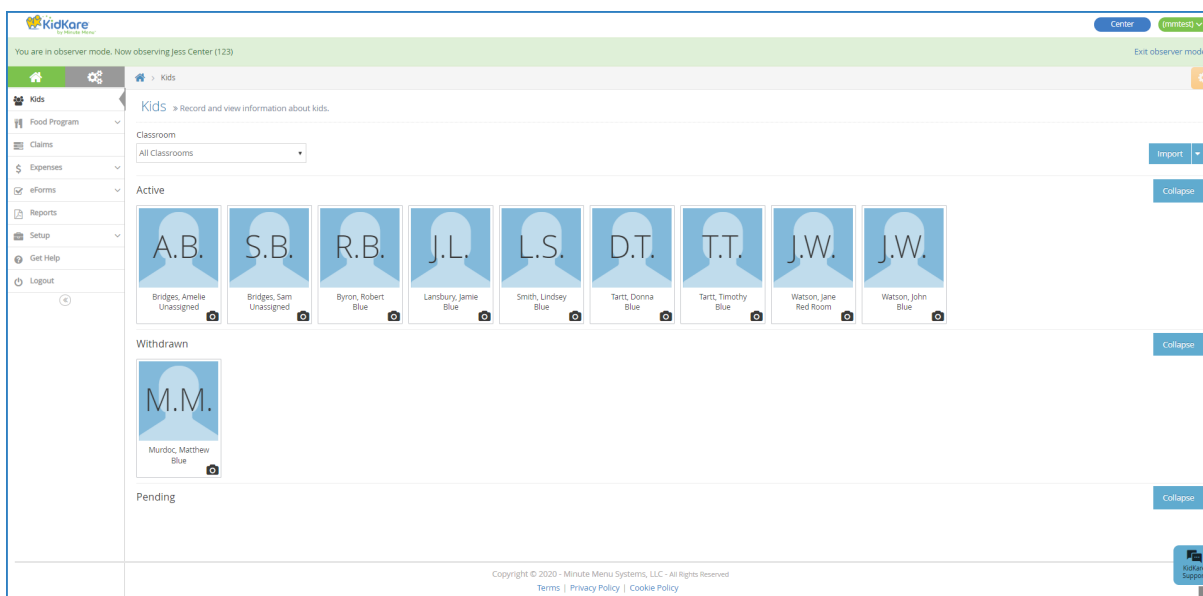
Phone Address

CX Last Login Date

Kidkare Last Login Date

Last Claim Date Next Review Date

- 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.
- 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.
- 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.



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