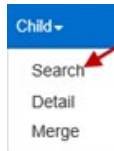


KinderConnect - Adding Child Picture

KinderConnect allows you to add a picture to the records of the children you care for. This picture will also appear next to the child's name in KinderSign. Before you start, you will need to have a picture of the child saved on your computer.

A Press **Search** under Child.



B Enter the search criteria for the child you would like to view. Press **Search**.

Child Search

Provider: Aunt Elaine's Child Care (Ohio Region) ▼

First Name:

Last Name:

CIN:

SSID:

Phone Number:

Schedule Date: 5/11/2021

Region: Ohio Region ▼

Case County: [Select >>](#)

Case Number:

Customized Schedule: [Select >>](#)

Age Group:

Infant

Toddler

PreSchool

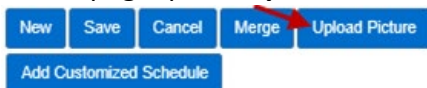
School Age

C Select the child you would like to view by clicking on their name in the **Search Results** to access the **Child Detail** page.

Search Results

Child Name	SSID	Child ID	CIN	Case Number	Date of Birth	Age Group	Phone Number	Providers	Case County	Sponsors	Type	Customized Schedule
Aarons, Andy	ere1grf	702	1100000002817	BACFAM771	2/2/2011	PreSchool		Aunt Elaine's Child Care	FRANKLIN	Bacall, Lacy (PC)	Subsidized	

D From the **Child Detail** page, press **Upload Picture**.



For more information, visit www.ohiocctap.info, email us at supportOH@controltec.com or call us at 1-833-866-1708.

E Locate in your computer the child picture you would like to upload, which you had previously saved. This process will vary based on your computer.

F Once selected, the picture will appear on the right side of the **Child Detail** page. The picture will also display in KinderSign next to the child's name.

Child Detail

Child ID: 683

First Name: Andy

Middle Name: L

Last Name: Aarons

Date of Birth: 5/1/2011

Age Group: PreSchool

Phone Number:

Child Type: Subsidized

CIN: 302

SSID:

Subsidized Schedules:

Provider	Start Date	End Date	Status	Schedule Hours	Additional Information
BethelTest	4/8/2022	6/8/2022	Future	Varying: 35:00	UAN: (a023b456c789d) - 04/08/2021
Aunt Elaine's Child Care	8/8/2021	9/8/2021	Expired	Varying: 35:00	UAN: (12345) - 04/08/2021
BethelTest	4/8/2021	5/6/2021	Expired	Varying: 35:00	UAN: (a123b456c789d) - 04/07/2021
BethelTest	4/7/2021	4/6/2022	Active	Varying: 00:00	UAN: () - 04/06/2021

Private Pay Schedules: [Add Private Pay Schedule](#)

Customized Schedules:

[Test Schedule - Days Wide Open - Aunt Elaine's Child Care](#)

Updated 04/08/2021 by System Admin

Start Date: 01/01/2020 End Date: 12/31/2020

Mon Tue Wed Thur Fri Sat Sun

Start Time: 08:00 am 08:00 am 07:00 am 07:00 am 07:00 am

End Time: 02:00 pm 02:00 pm 02:00 pm 02:00 pm 02:00 pm

[Elm Hill School - 1st through 8th grade - Russ Category - Aunt Elaine's Child Care](#)

Updated 04/08/2021 by System Admin

Start Date: 08/01/2019 End Date: 12/31/2019

Mon Tue Wed Thur Fri Sat Sun

Start Time: 08:00 am 08:00 am 08:00 am 08:00 am 08:00 am 12:15 pm 12:15 pm

End Time: 08:01 pm 03:15 pm 02:15 pm 03:15 pm 03:15 pm 01:16 pm 05:15 pm

G To remove a picture, press **Delete Picture**.

