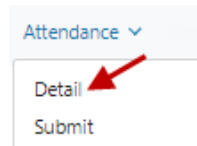


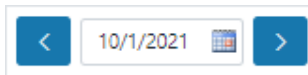
KinderConnect – Adding Attendance after a day is set to Day of Non-Operation

After using the **Day of Non-Operation** button to apply the absence type to all children in their care, Providers can remove the **Day of Non-Operation** and replace with other attendance types.

- A** Press **Detail** under Attendance.



- B** Navigate to the day when the **Day of Non-Operation** took place. Note that the system defaults to the period corresponding to the current date. To modify, type the desired date, click on the arrows next to the date to move to previous or later weeks, or click on the **Calendar** icon.



- C** Since the selection of a **Day of Non-Operation** makes the **In** and **Out** fields inactive (greyed out), you first have to deselect the **Day of Non-Operation** for each child under your care on that day by clicking on the **Select** field.

Child Name	Monday 12/20	Tuesday 12/21	Wednesday 12/22	Thursday 12/23	Friday 12/24	Saturday 12/25	Sunday 12/26
Harper, Liam Date of Birth: 9/2/2019 Case Number: 812345 Child:	In: Out: + Time Cells Daily Hours: 0:00 Absent: -Select- Sched: Varying: NonSchool (40:00) + Note	In: Out: + Time Cells Daily Hours: 0:00 Absent: -Select- Sched: Varying: NonSchool (40:00) + Note	In: Out: + Time Cells Daily Hours: 0:00 Absent: -Select- Sched: Varying: NonSchool (40:00) + Note	In: Out: + Time Cells Daily Hours: 0:00 Absent: -Select- Sched: Varying: NonSchool (40:00) + Note	In: Out: + Time Cells Daily Hours: 0:00 Absent: -Select- Sched: Varying: NonSchool (40:00) + Note	In: Out: + Time Cells Daily Hours: 0:00 Absent: -Select- Sched: Varying: NonSchool (40:00) + Note	In: Out: + Time Cells Daily Hours: 0:00 Absent: -Select- Sched: Varying: NonSchool (40:00) + Note

- D** You can now enter the correct **In** and **Out** times in the appropriate fields for each child under your care on that day.
- E** Press **Save**.