



PARENT APP USER GUIDE

Get Started

The app is available for download. Search "Pikmykid" on your smartphone's app store (Google-Play or iTunes).

Registration

Once you have downloaded the PikMyKid phone app, you will press the "Register" button and follow the prompts to sign up

OTP Code

After you press "Submit", you will be sent an OTP code by text message. Please enter this code into the next screen. This will complete your registration process!

Don't see your child?

If you are a parent/guardian and do not see your student, it is likely that the school does not have your mobile number or the information on file is incomplete.

For support, parents can call **(813)-864-7627**

*Each user will need to register on their own smartphone with their own information.

The image shows four screenshots of the registration process in the app. The first screenshot is titled "What is your name?" and has two input fields for "First" and "Last" names, with a blue "Next" button below. The second screenshot is titled "What is your email?" and has one input field for "Email" and a blue "Next" button below. The third screenshot is titled "What is your phone number?" and has a dropdown menu for "USA or Canada (+1)", an input field for "Mobile Number", and a blue "Next" button below. The fourth screenshot is titled "Password" and has two input fields for "Password" and "Confirm Password", with a blue "Next" button below.

*Parents can use our website parentapp.pikmykid.com to register and make dismissal changes.

Note: Announcement is only available through the parent phone app.

Blank Screen? Missing OTP code?

Email support@pikmykid.com

Be sure to include the name of the school, the child's name, the **dismissal ID**, and your mobile number, with your questions.



PARENT APP USER GUIDE

Q How do I change my child's Pick Up Mode?

1. Open the Pikmykid app and click the pencil icon next to the school name. Then select the blue edit button next to your child's name. Select OK to display the calendar. Choose the date for the change, and select "Change Pick Up Mode".
2. Select your child's new pick up mode from the drop down menu and decide if it is a recurring change—if so, for how long (weekly, daily, monthly etc) and how often (select a date on the calendar below "Recur Until").
3. Press "Change Pickup Mode" to save. Pick-up changes will be marked in green on the calendar.

Q How do I allow someone else to pick up my child?

1. Open the Pikmykid app and click the pencil icon next to the school name. Then select the blue edit button next to your child's name. Select OK to display the calendar. Choose the date for the change, and select "Delegate To Another Person".
2. Select "Assign to a New Guardian" and enter the person's name and mobile number. From the drop down menu select how they will be picking up your child and decide if it is a recurring change—if so, for how long (weekly, daily, monthly etc) and how often (select a date on the calendar below "Recur Until").
3. Press "Save Pickup Change". Delegations will be marked in red on the calendar

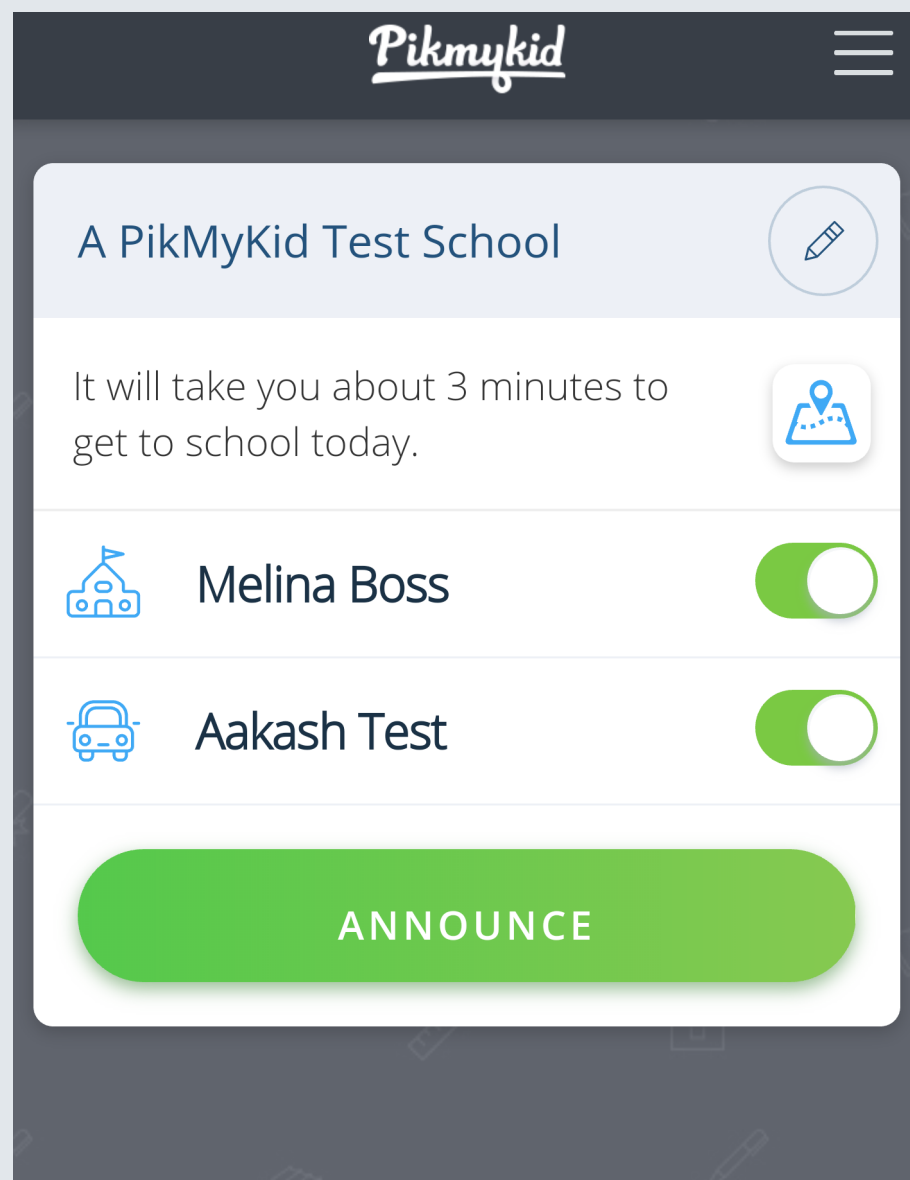
Q How do I announce my arrival to the school?

1. Parents can only announce at school, during the **set dismissal hours**, if the school has the Announce feature ON.
2. Make sure your location services are enabled on your phone settings (Apps permissions)
3. Stop at the stop sign and click the GREEN ANNOUNCE button.



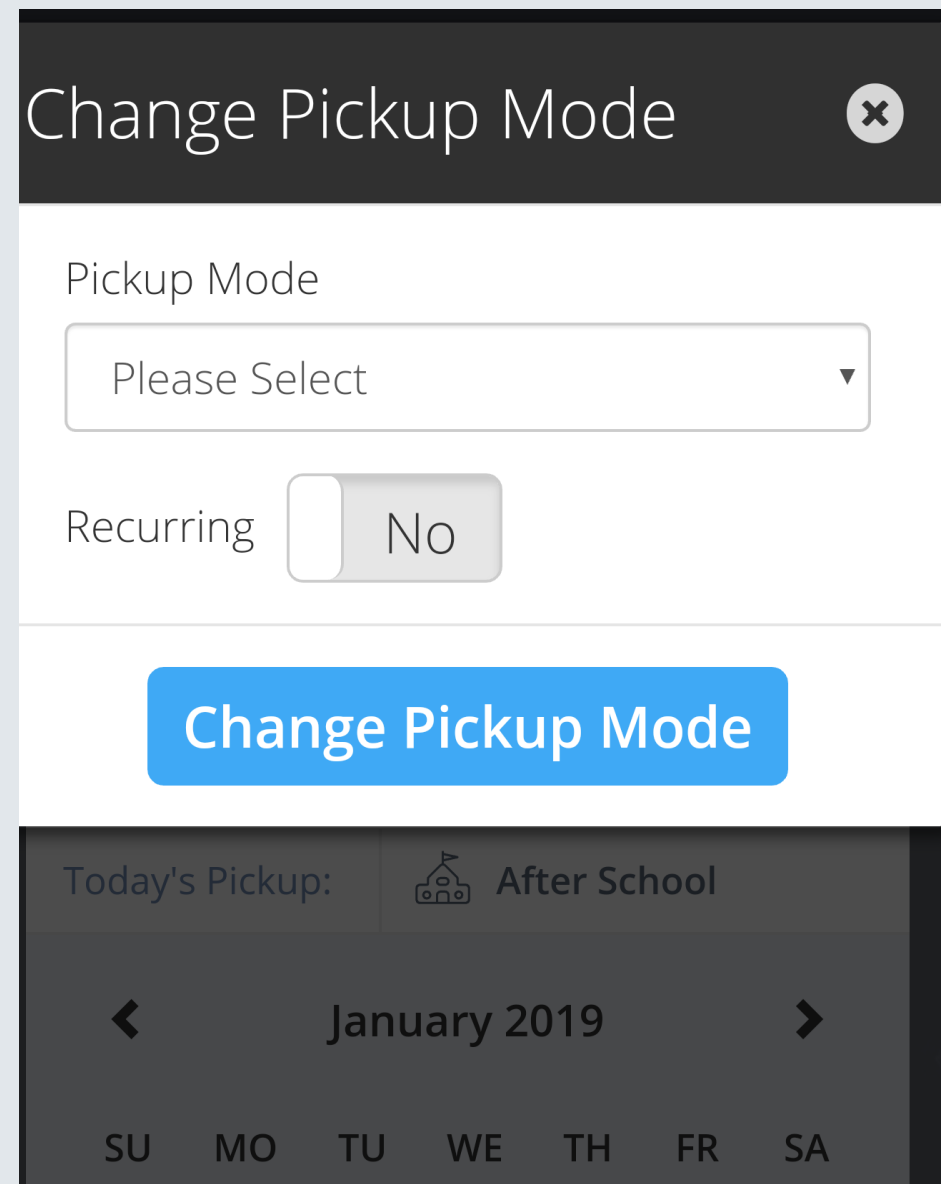
PARENT APP USER GUIDE

Announcing



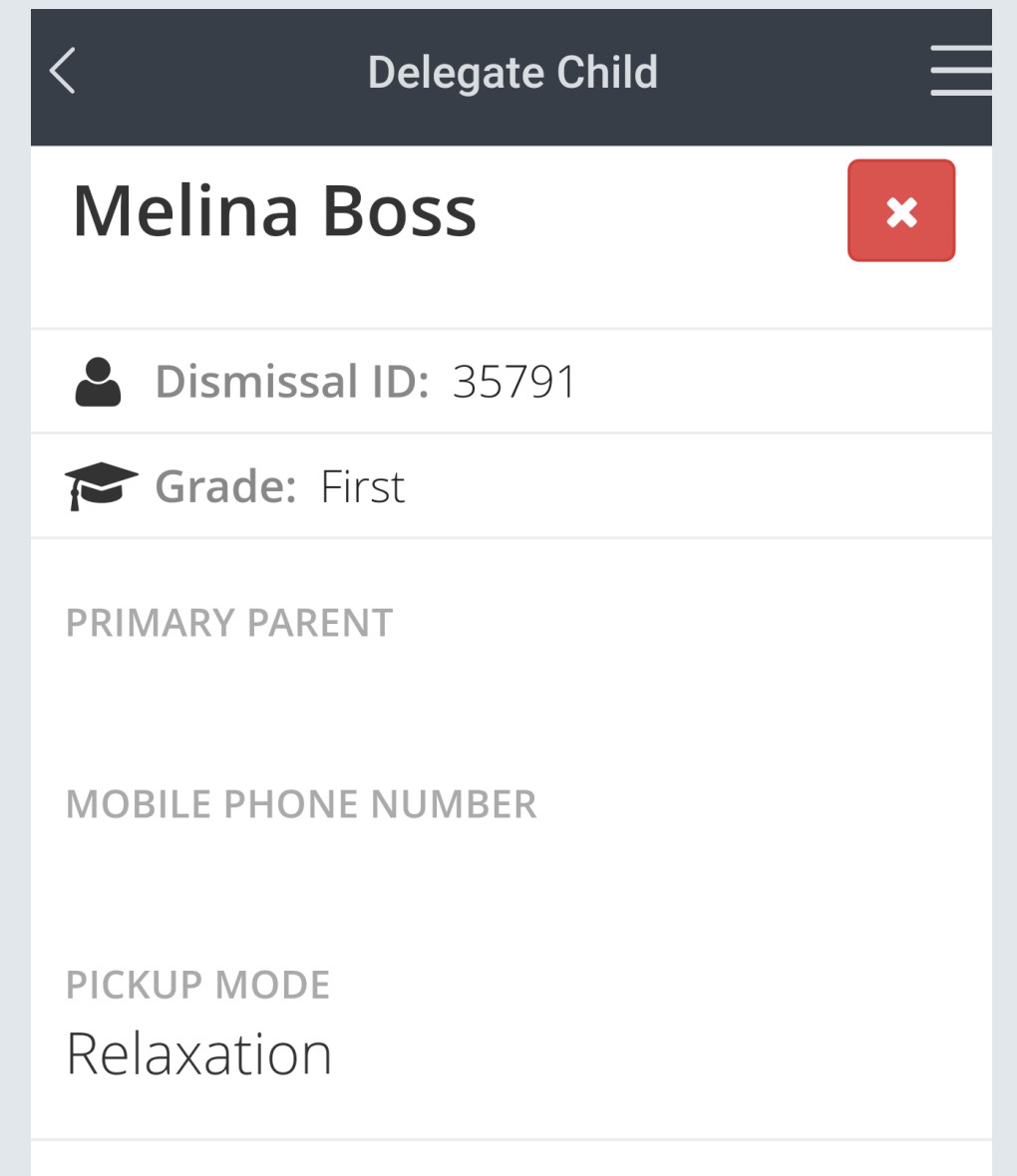
The app's home screen allows you to see your children, view their pickup mode, and announce your arrival.

Pickup Changes



From this screen, you will be able to change the way your child will go home. You can also make this a recurring change.

Delegation Changes



To change who your child goes home with, you'll use this menu by entering the mobile number of the delegate.

App Support

From the menu (≡) in the top right corner of the app, select "Support".
Fill out and submit the form.
[All requests are responded within 24 hours]