

KIDKARE SELF-TRAIN INSTRUCTION SHEET

(please read all instructions first before you start the training)

NOTE: THIS IS A TRAINING SITE ONLY. YOU WILL NOT BE ABLE TO INPUT ANY DATA.

Step 1. Go to www.beanstalk.ws/food/kidkare.htm

Step 2. From the main menu, you must review the following five (5) topics:

- How do I login to KidKare
- How to enroll a new child with KidKare
- How to record a meal
- Where do I record my attendance
- How do I submit my claim

Step 3. The other ten (10) or more topics are optional to review but are suggested.

Step 4. Once you have completed the training, you can then go to www.KidKare.com to start inputting data. You should be able to use your same Login ID & Password (if you have any problems logging in please call our office). **Note:** Once you have logged into KidKare you will not be able to record data into Minute Menu.

ADDITIONAL INSTRUCTIONS:

You will need to start KidKare on the 1st business day of the month (ex. March 1st)

You will need to remember to submit your final claim from Minute Menu

Remember, once you have logged into KidKare you will not be able to submit or record any data into Minute Menu.

**IF YOU HAVE ANY QUESTIONS (OR YOU WOULD LIKE TO SWITCH TO A SCHEDULED TRAINING)
CALL MIKE MONTES @ 916-344-6259 EXT. 347**