

Smartcare and preschool2me Updated Sync User Guide

April 2023

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Overview

Customers seeking to utilize both the center management functionality of Smartcare with the classroom management functionality of preschool2me can sync the two applications for a more seamless user experience of administrators, teachers, and parents.

This user guide will highlight the changes in functionality across Smartcare and preschool2me (P2M) when the applications are synced using the updated sync released in April 2023.

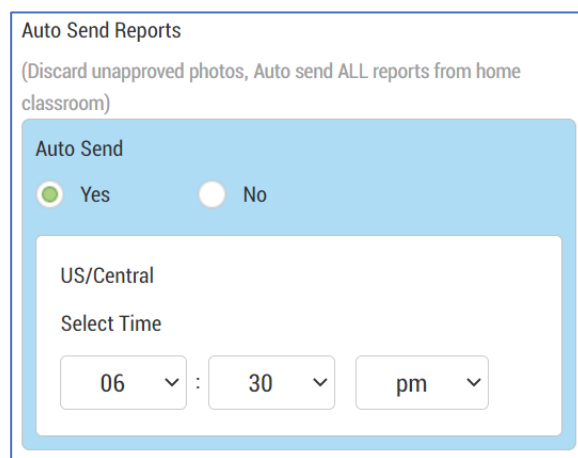
Notes:

- This guide is for those customers utilizing the upgraded sync released in April 2023
- Existing Smartcare and preschool2me synced customers can request that they be converted to the new sync by contacting customer support through the Smartcare Admin application help function or by emailing support@smartcare.com
- Those customers using Smartcare and preschool2me but not syncing could lose data in preschool2me if they convert to a synced experience
- This updated sync will be the default setting for new customers enabling the sync

Administrator Experience

Administrators and directors of Smartcare and preschool2me synced software will utilize both software solutions to manage their business and classrooms. To improve this user experience, certain actions will be required in a specific application and prevented in the other.

- Manage > Preschool > Auto Checkout
 - Auto checkout will not be available for administrators in preschool2me as this functionality will only be used in Smartcare
- Manage > Preschool > Auto Checkout/Auto Send Report
 - “Auto Send” and “Auto Checkout and Send” have been separated so Auto Send is its own functionality
 - The time set in the “Auto Send” functionality will automatically send the daily reports which are in saved status in the classes by discarding the photos waiting for approval



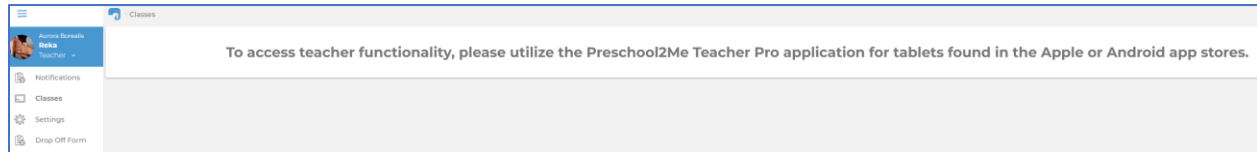
The screenshot shows a settings window titled "Auto Send Reports". Below the title is a subtitle in parentheses: "(Discard unapproved photos, Auto send ALL reports from home classroom)". The main content area has a light blue header with the text "Auto Send". Below this header are two radio buttons: "Yes" (which is selected, indicated by a green dot) and "No" (which is unselected, indicated by a white dot). Below the radio buttons is a white box containing the text "US/Central" and "Select Time". Under "Select Time", there are three input fields: the first contains "06" with a dropdown arrow, the second contains "30" with a dropdown arrow, and the third contains "pm" with a dropdown arrow.

- Reports > Today's Attendance
 - The ability to check-in a child with preschool2me is not available and must be completed using Smartcare
 - The ability to check-out a child with preschool2me is not available and must be completed using Smartcare
 - Editing of a child's attendance must be completed in Smartcare

Teacher Experience

Teachers of centers syncing Smartcare and preschool2me will utilize Smartcare strictly for clocking-in and clocking-out. All other work will be done in the preschool2me Teacher Pro Application (iOS, Android).

If a teacher attempts to utilize the Smartcare teacher web application, an error message will appear which states, “To access teacher functionality, please utilize the preschool2me Teacher Pro application for tablets found in the Apple or Android app stores.”



Because all student check-in and check-out is managed in Smartcare, the preschool2me Teacher Pro application will not allow teachers to check-in and check-out students. They will also not have the ability to edit or delete a child’s attendances or transition a student once the student is checked-out from Smartcare. Transition functionality will only be available for checked-in students.

Teachers using the preschool2me Teacher Pro application will not have the ability to check-out and send a daily report for children. Teachers can save or send a daily report, but not check-out the child at the same time.

Teachers will not have the ability to edit their attendance or transition themselves with the preschool2me Teacher Pro application once clock-out is completed within Smartcare.

Parent Experience

Parents of centers syncing Smartcare and preschool2me will only utilize the Smartcare for Parent applications (iOS, Android, Web). They will not receive usernames or passwords for the preschool2me parent application.

If a parent has students at multiple Smartcare centers with one being synced and one non-synced, then only students in non-synced center would be displayed in the preschool2me parent application (iOS, Android). The synced center students would appear in the Smartcare for Parents application (iOS, Android).