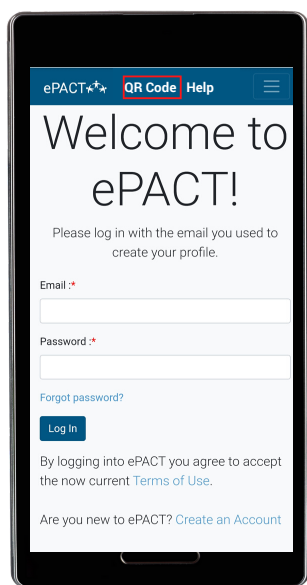


# CONTACTLESS CHECK IN CHECK OUT

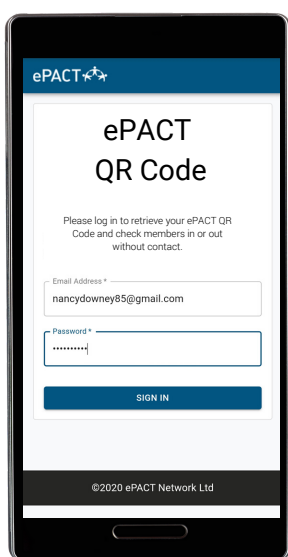
## Keeping You Safe

To speed up the Check In Check Out process WHILE maintaining social distancing, ePACT is trialling a QR code feature for Check In Check Out. This will also allow you to check in multiple kids at once!

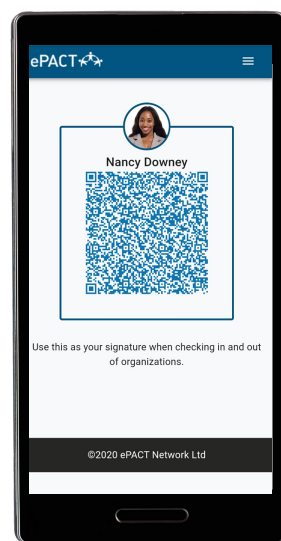
To use this feature, we need account holders to do the following (it only takes a minute!):



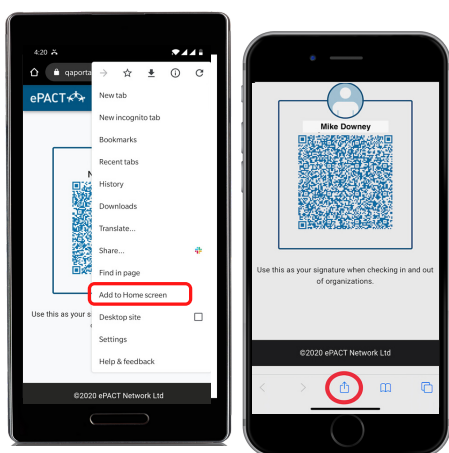
On your device, go to [www.epactnetwork.com/us/login](http://www.epactnetwork.com/us/login). Click on QR Code- you'll be re-directed to the QR page!



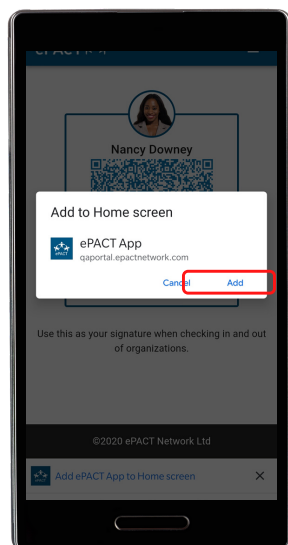
Log in to retrieve your ePACT QR Code using your usual ePACT Log in credentials.



Your code will appear and is ready to scan by your organization.



Clicking on the browser menu option allows members to "Add to Homescreen" or "Bookmarks" on Apple which installs the simple QR Code App onto their device.

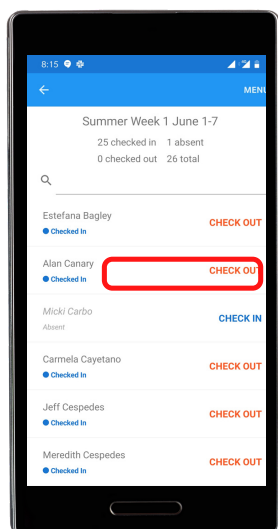


You'll be prompted to add to your homescreen for easy access. The code is regenerated every 24 hours and each time you log in to ensure it's secure.

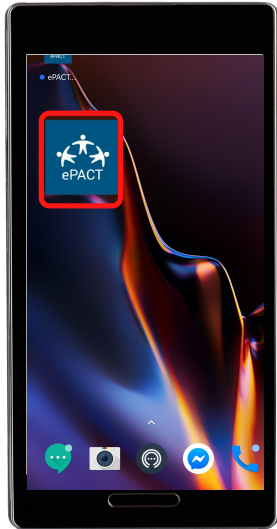


A blue icon will appear on your home screen - this is your QR code app to use for checking your child in or out without any contact.

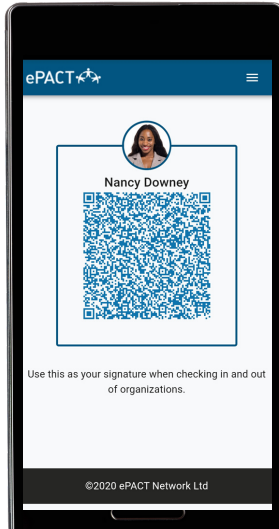
## When you arrive...



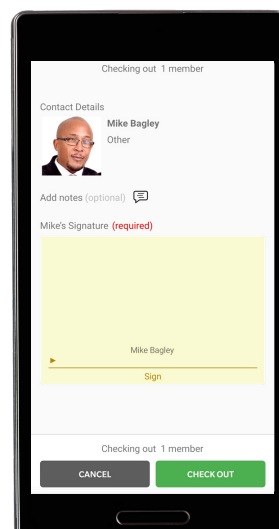
Once you arrive, the Admin will find your child's or children's name(s) and click on Check In/Out.



Click on the ePACT App icon on your homescreen/ or use the bookmark on your browser. (you can always access your code directly at [portal.epactnetwork.com](http://portal.epactnetwork.com))



Show your device to the Admin who, will scan it for you.



Depending on your organization's requirements, your initials and/signature will pre-fill. The admin completes the process by clicking on Check In/Out.

For more information, or for assistance, please contact us at [help@epactnetwork.com](mailto:help@epactnetwork.com) or 1.855.773.7228.