



KM Kiosk

Frequently Asked Questions

What is the KM Kiosk?

The KM Kiosk is a tablet-based app that is linked with the Kindy Manager programme. The Kiosk acts as a digital sign in/out portal for parents or guardians of children who are registered for care with your centre. The app replaces the traditional sign in/out roll many centres currently use and is compliant with compulsory changes presented with the CCS.

KM Kiosk has many features that are designed to be user friendly. One of these features is its offline ability. This allows the Tablet to go out of Wi-Fi range while remaining intact and retaining all data. When the tablet is returned to Wi-Fi range, it will automatically sync and upload any new changes that may have occurred while it was offline.

What Happens if my Internet drops out?

If your internet goes down the Kiosk will still be useable. If you take the kiosk on a bus or an excursion for example, it can still be used. It will just sync and upload any new information once it is in Wi-Fi range again.

What do I need?

To operate the KM Kiosk you will need an iPad or Android tablet with 32 GB internal storage and access to Wi-Fi. A stand to secure the tablet that allows the tablets button and power port to be used is also highly recommended.

How does the KM Kiosk work?

The KM Kiosk will automatically record attendance times for you by capturing the information from when the parent or guardian signs their child in or out and when the child is marked as absent. Through this process the Kiosk will also capture the person's signature.

How to Download and Install

Go to the App Store on your tablet and search "KM Kiosk" to locate the Kindy Manager Kiosk application. Click to Download and Install. If an access prompt appears, click to Accept. This will grant Kindy Manager Kiosk access to save files and enable it access to your Wi-Fi.

KM Kiosk Demo

Once the KM Kiosk has been installed on your tablet, you will be able to take a look around the system with the demo data we have created. Type in "demo" for both the Login and Password. This will allow you to explore the system safely without needing to use your own centre's data.

How to Activate KM Kiosk

There are two simple processes to activating the Km Kiosk.

- Contact KM

Once you are ready to activate your KM Kiosk, please contact Kindy Manager. A representative from our team will allocate your unique login and password. This will link your Kindy Manager and KM Kiosk together, allowing them to sync information.

- Enter bank details in KM for automatic payments

When activating the Kindy Manager Kiosk, you will need to setup your preferred method of payment. To do this just enter your preferred method of payment in the Centre Details section in Kindy Manager.

How do I update my KIOSK Password, or KIOSK Pin

This can be done by going to the Kiosk Settings located in your Kindy Manager and entering the new **Kiosk Password**. There is a minimum of 4 characters in the password field. Once you have chosen your password click the "Update Settings" button. Similarly, to update your **Kiosk Pin** enter four (4) numeric characters and click the "Update Settings" button.

How do I update my KM Kiosk?

We have set KM Kiosk to update automatically every 5 minutes when it is within wi-fi range. However, to update your Kindy Manager programme you can download the latest update from our website. <http://kindymanager.com/download-km/>

How Does the Kiosk process Attendance Bookings?

The Kiosk syncs with Kindy Manager through the cloud server to receive weekly bookings; then sends the attendance records back to Kindy Manager and uploads to the Government. For the Kiosk to receive the bookings the user simply clicks "upload bookings" to upload to the Kiosk, and "Download bookings" to send them back.

Can our Centre use more than one Kiosk?

Individual Centres can use multiple Kiosks under the one license. For example, some centres have a Kiosk for each classroom and/or an additional Kiosk for excursions.

If the Provider or Franchise operates multiple Centres, then each Centre will require a separate license to use KM Kiosk.

How do I Sign up for the Newsletter?

Our newsletter is sent out regularly once per week. To subscribe you can opt-in from our website or just send us an email requesting to be added to the newsletter subscription list.

Why am I not receiving the KM Newsletter

Occasionally Newsletters are flagged as spam and sent direct to Junk mail. Check your junk mail folder and mark the newsletter as not spam and add KMnews@KindyManager.com to the contacts list. Your email programme may also have an option to add to the Sender to the "Safe Senders List" to avoid future emails being marked as spam.