

# 8 Simple Steps

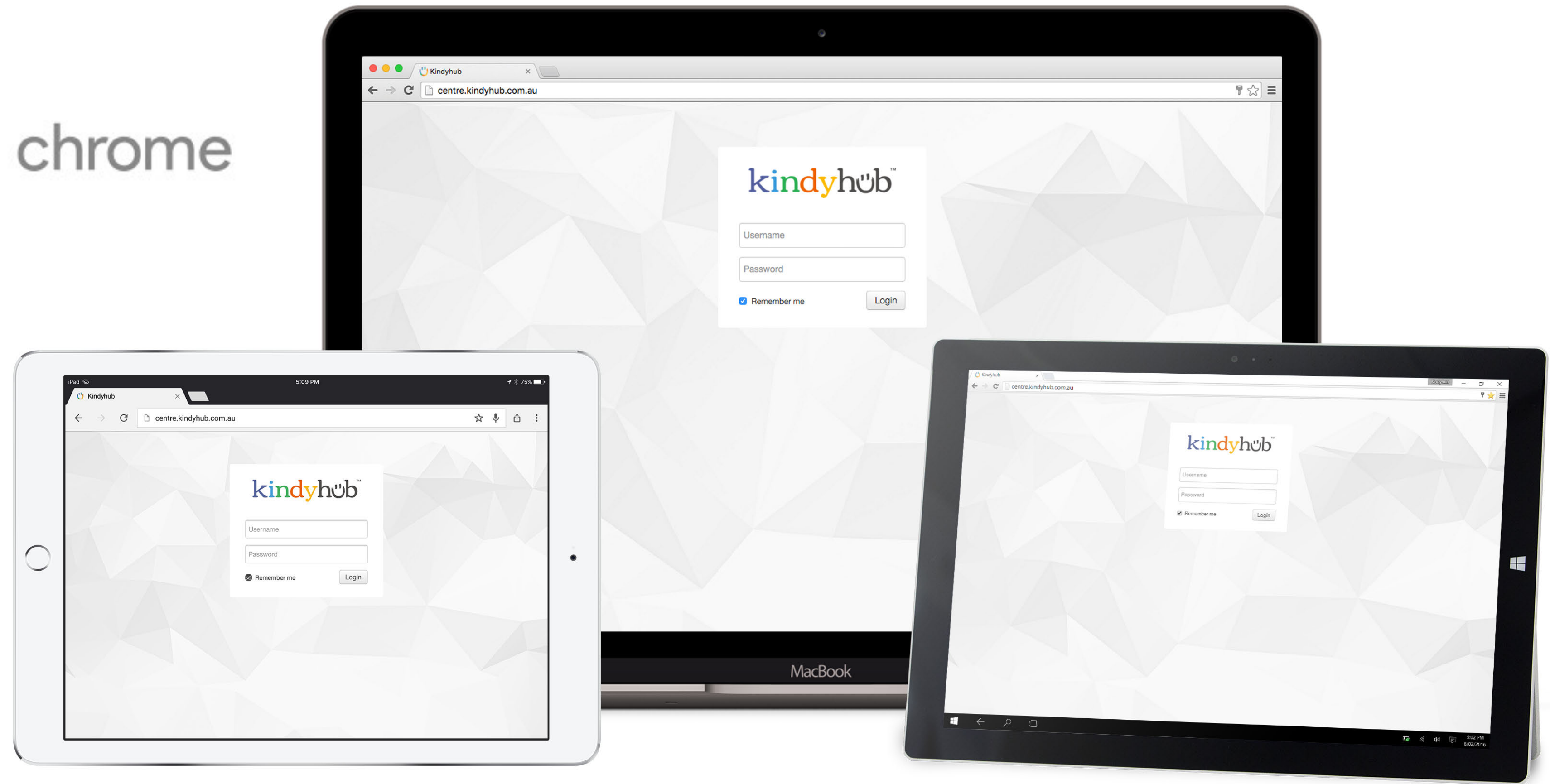
TO HELP GET YOU STARTED

kindyhüb™



STEP

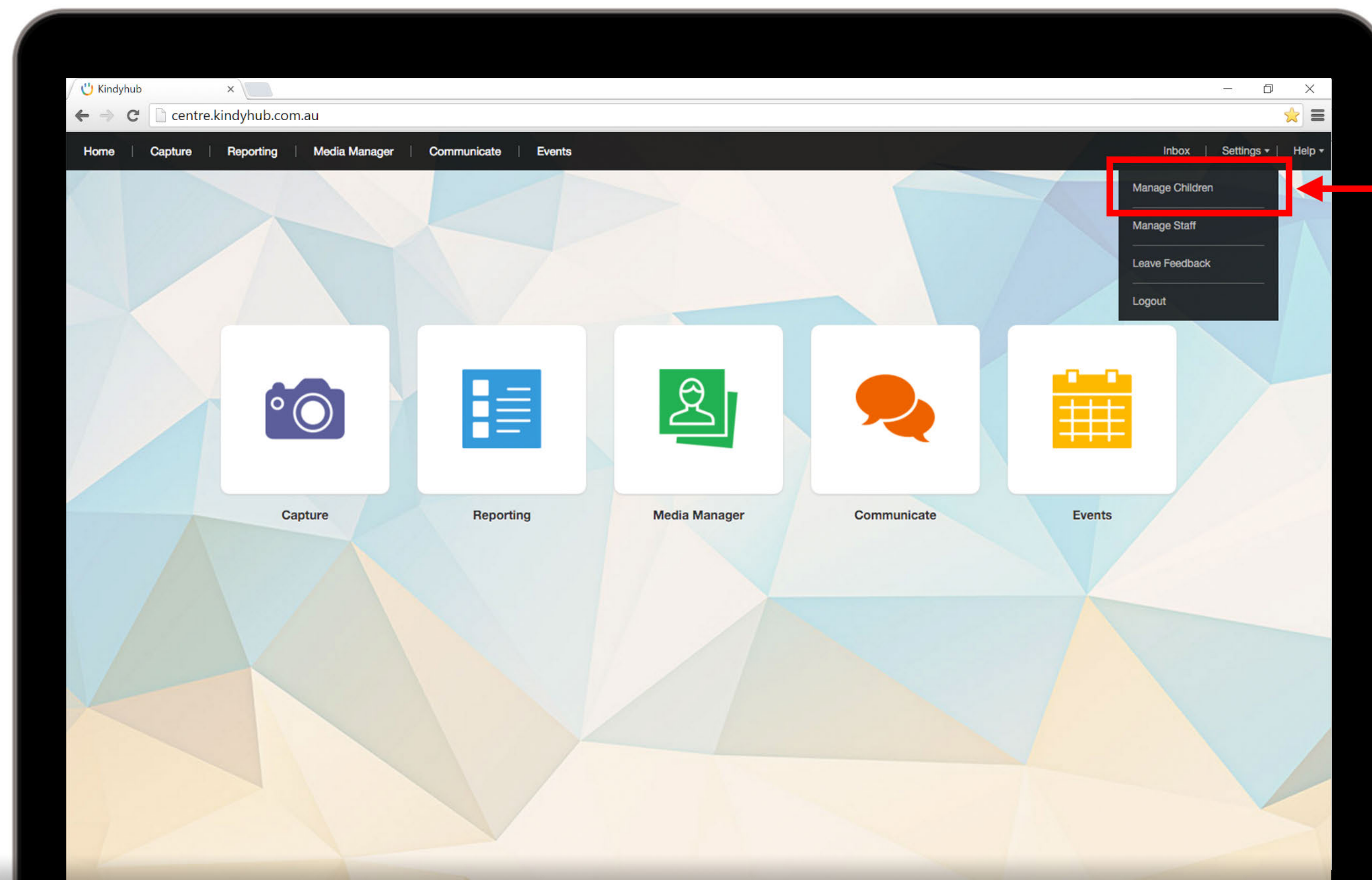
1



Open Google Chrome on your computer, tablet or mobile device.  
Go to [centre.kindyhub.com.au](http://centre.kindyhub.com.au) and enter your login details.

**Tip:** For easy, quick access add a desktop shortcut direct to Kindyhub

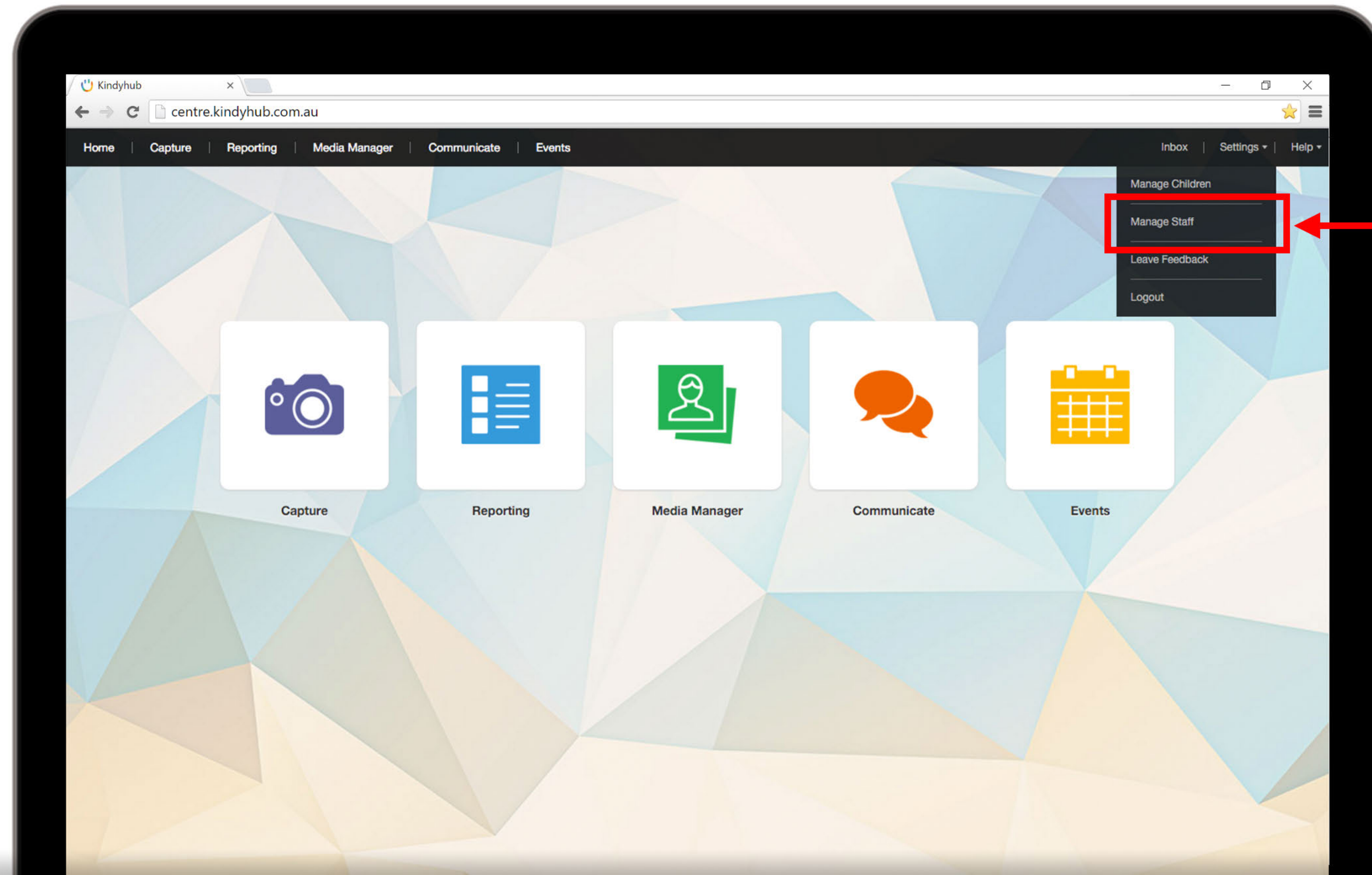
STEP  
2



Add child and parent details under ‘Manage Children’.  
An email address is required for all parents.

**Tip:** Watch a video walk-through of this process in the [Kindyhub help centre](#).

STEP  
3



### Manage Staff.

Create additional staff accounts, edit existing accounts if required.

**Tip:** Watch a video walk-through of this process in the [Kindyhub help centre](#).



STEP

4

- ✓ EYLF OUTCOMES
- ✓ EYLF PRINCIPLES & PRACTICES
- ✓ NQS
- ✓ THEORIST LINKS
- ✓ CENTRE PHILOSOPHIES
- ✓ KINDERGARTEN GUIDELINES
- ✓ CUSTOMISED LINKS
- ✓ DEVELOPMENTAL AREAS etc..

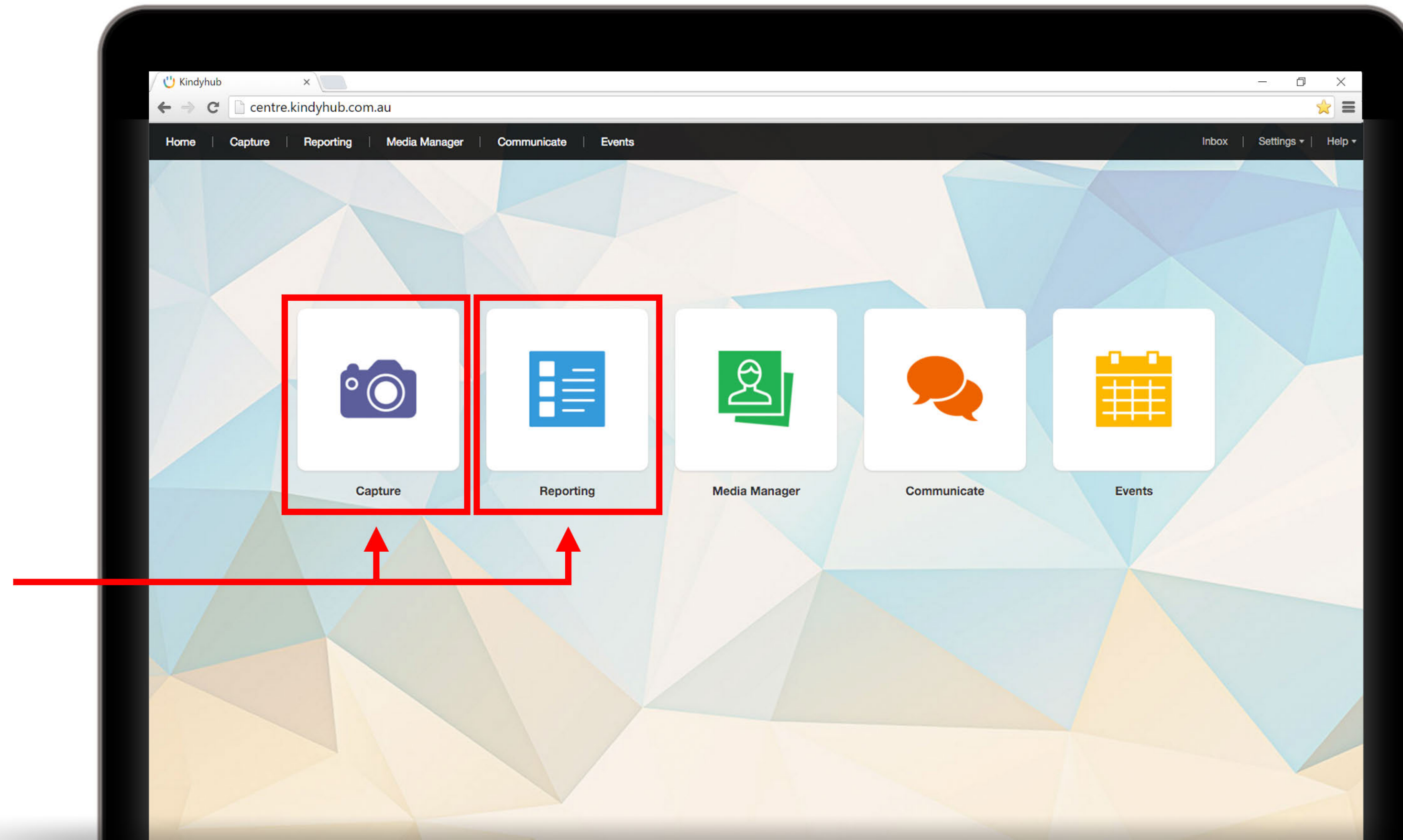


Australian Children's  
Education & Care  
Quality Authority

Customise your account with additional curriculum links, learning outcomes, headings or templates. Simply email [support@kindyhub.com.au](mailto:support@kindyhub.com.au) with your additions.

**Tip:** Add your own custom tags and track what's important to you.

STEP  
5



Begin! Capture photos, create **and send** a daily report for each room for a minimum of 2 weeks. Need help or assistance? Please contact our friendly team with any questions!

**Tip:** During this time, reports and information sent via Kindyhub will be directed to families email accounts.



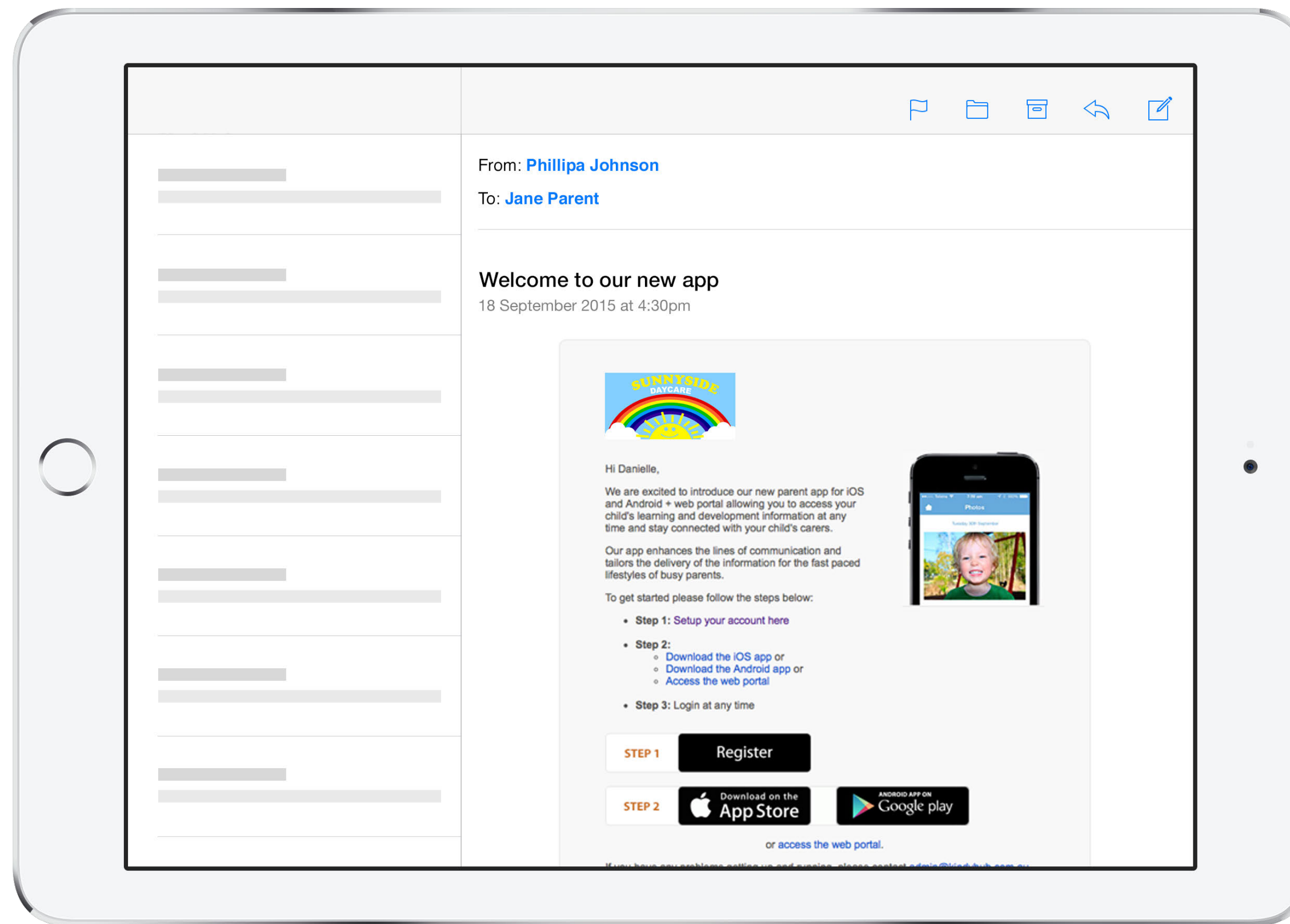
STEP  
6



Schedule a launch date for your parent app.  
After you have sent daily reports for 2 weeks, email [support@kindyhub.com.au](mailto:support@kindyhub.com.au)

**Why 2 weeks?** Simply so there is content for parents to view once the app is available to them.

# STEP 7



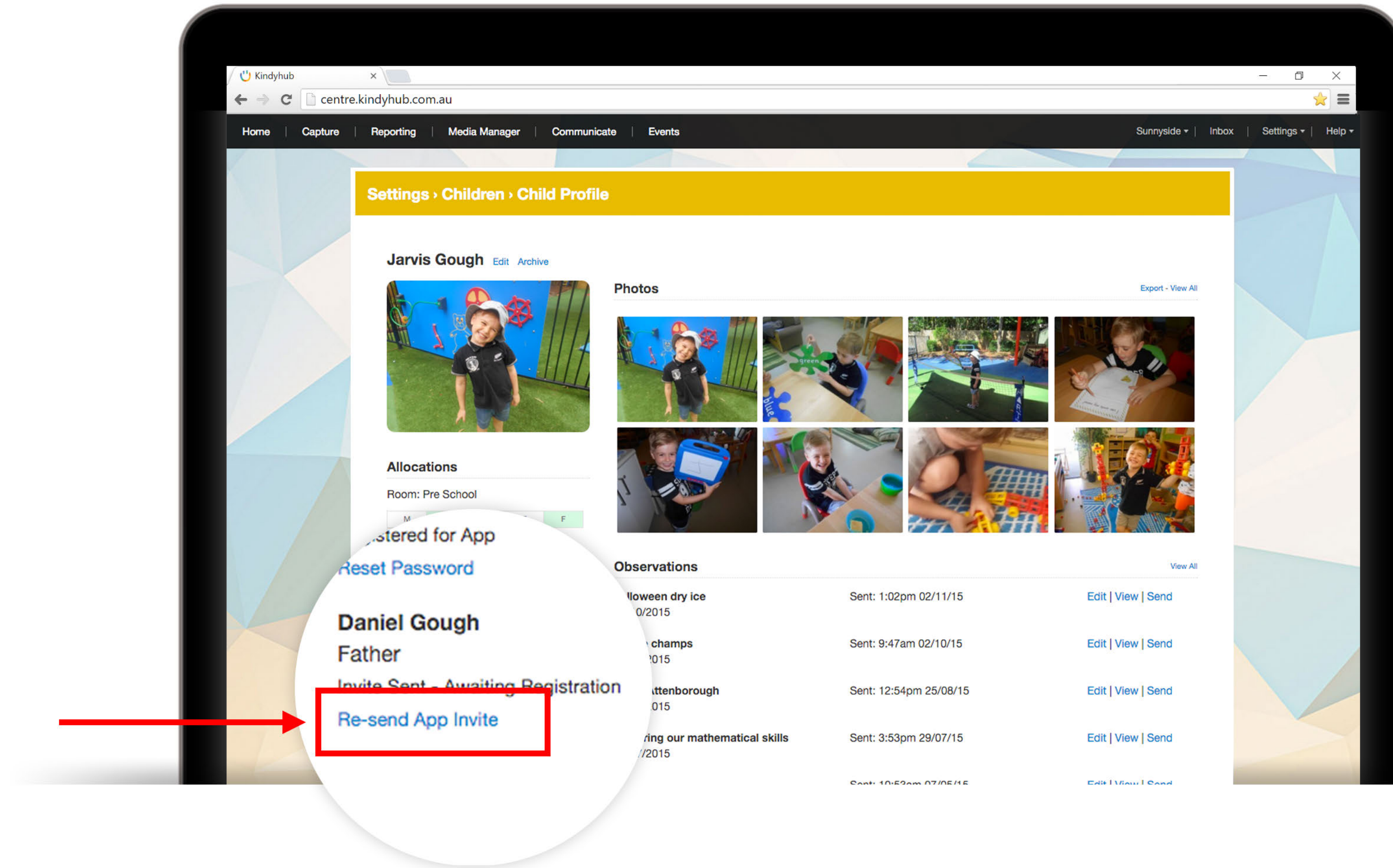
Kindyhub will email families an invite to download and install their Parent App. Families create their account and can choose their preferred method of receiving communication;  
**via email, parent app or web portal.**

**Tip:** In the email invite, parents are linked to a video which explains how the Parent App works. [Watch it here.](#)



STEP

8



When there are new families, if a family member forgets their password or does not receive their invite, you can send them a new Invitation from within their child's profile.

**Tip:** It is essential that all parents have an up-to-date email address to receive all communication from Kindyhub.



**Enjoy your Kindyhub experience!**

We are very keen to hear ALL your feedback about Kindyhub, please email [support@kindyhub.com.au](mailto:support@kindyhub.com.au) with any comments or questions!