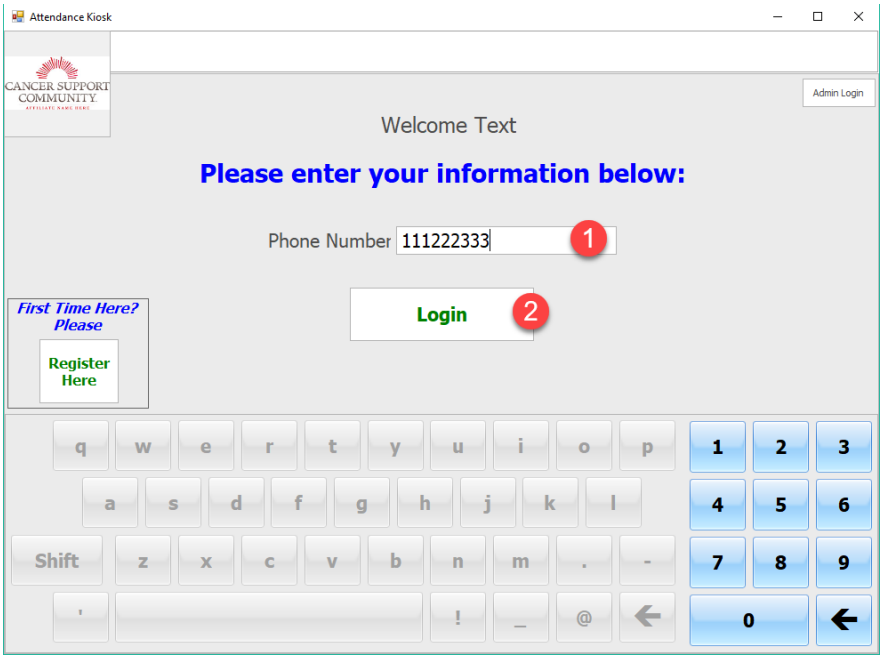
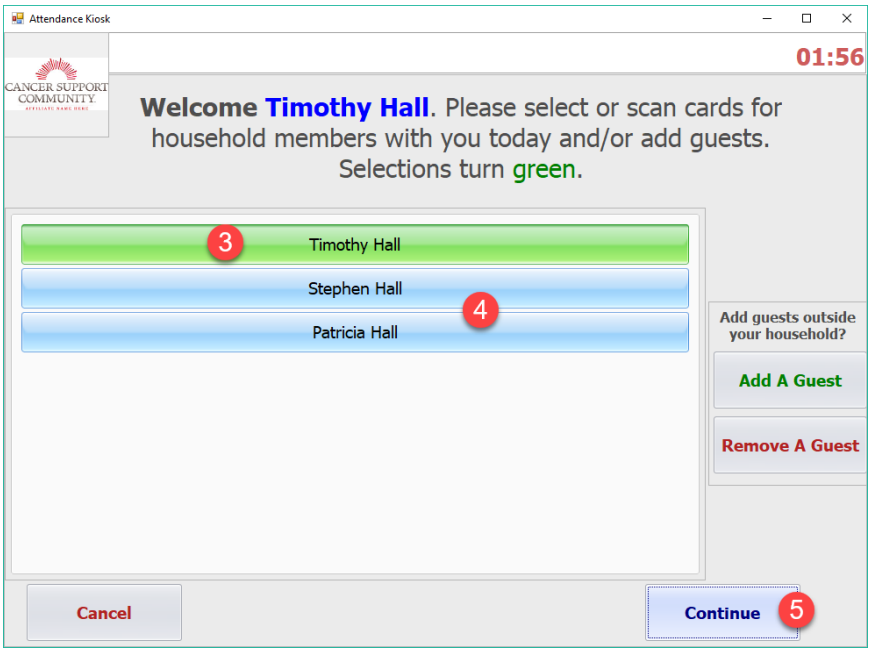
Attendance Kiosk Cheat Sheet



1. Enter Phone or Scan Barcode/Card

   NOTE: Phone Number check-in requires a Home or Cell phone in the person's Gnosis record.

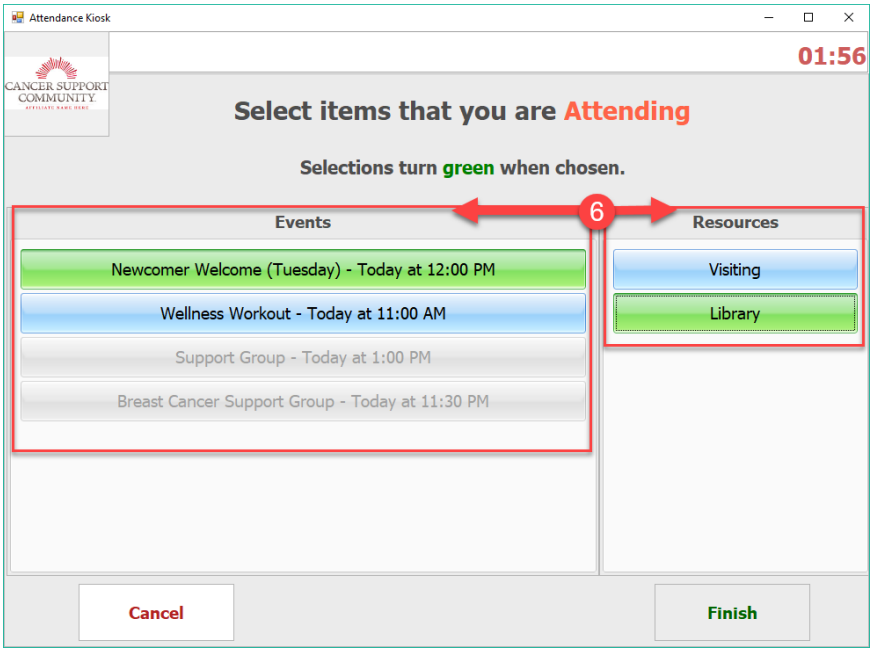
2. Press *Login*



3. Your name will automatically be selected at the top of the list.

4. Linked household members will be listed below. Select all others you also wish to check-in.

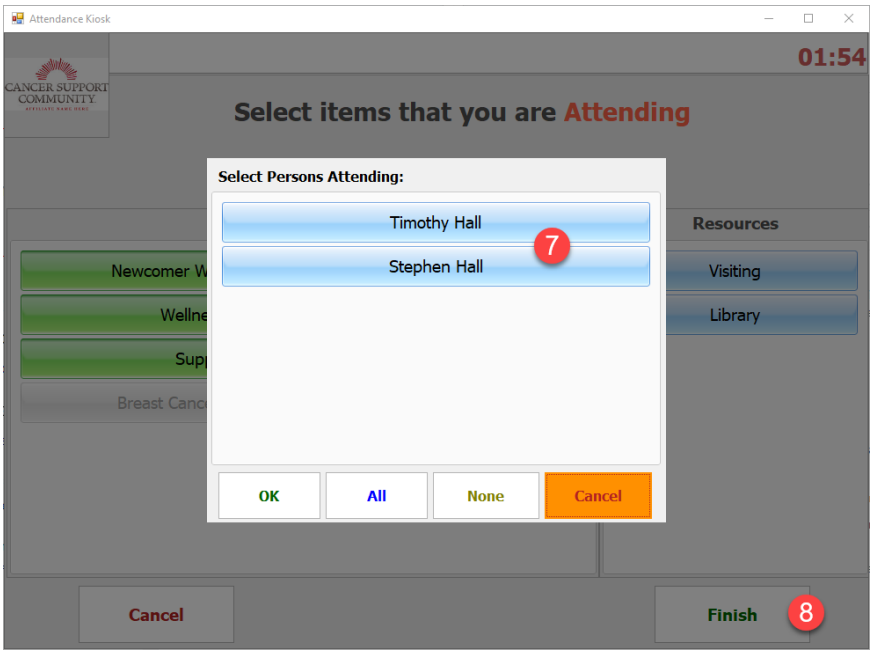
5. Press *Continue*

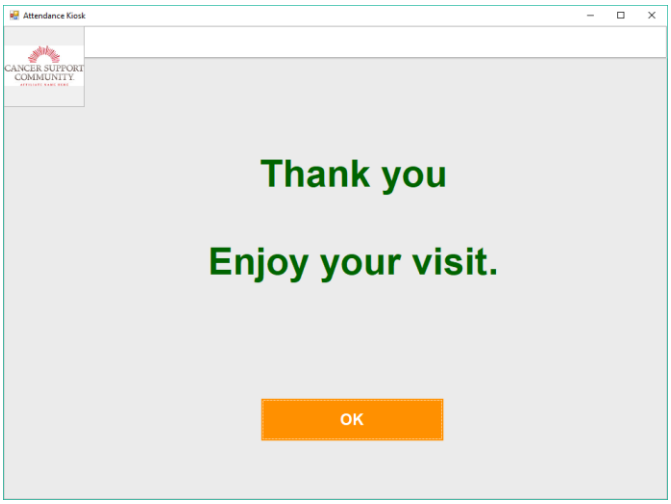


6. Select all *Events* and/or *Resources that you wish* to check-in for.

7. If checking-in multiple people, a popup will appear for you to identify who is checking-in for each selected item.

8. When complete, press *Finish*.





9. Check-in is complete!