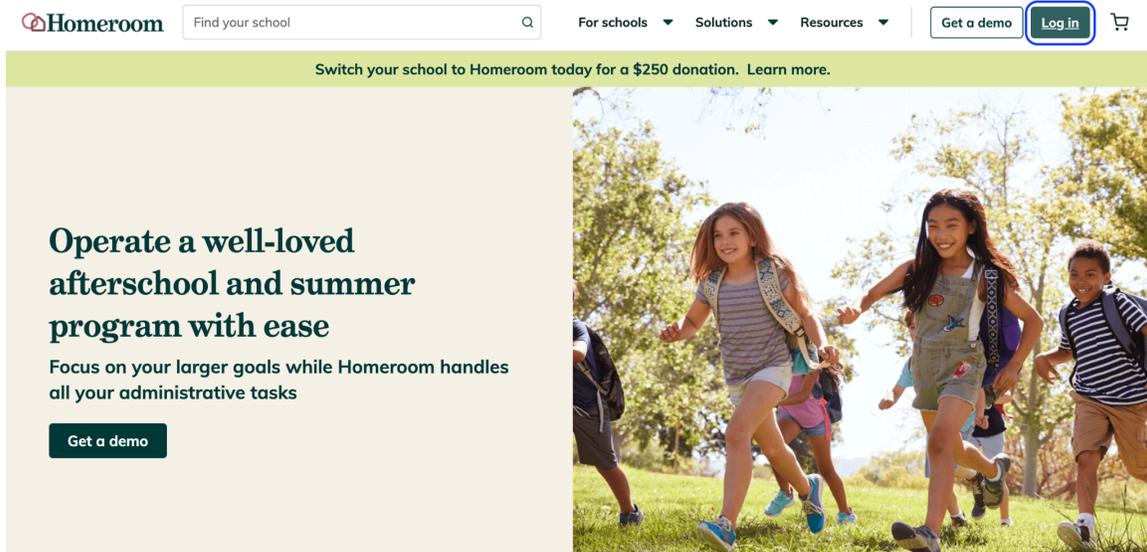
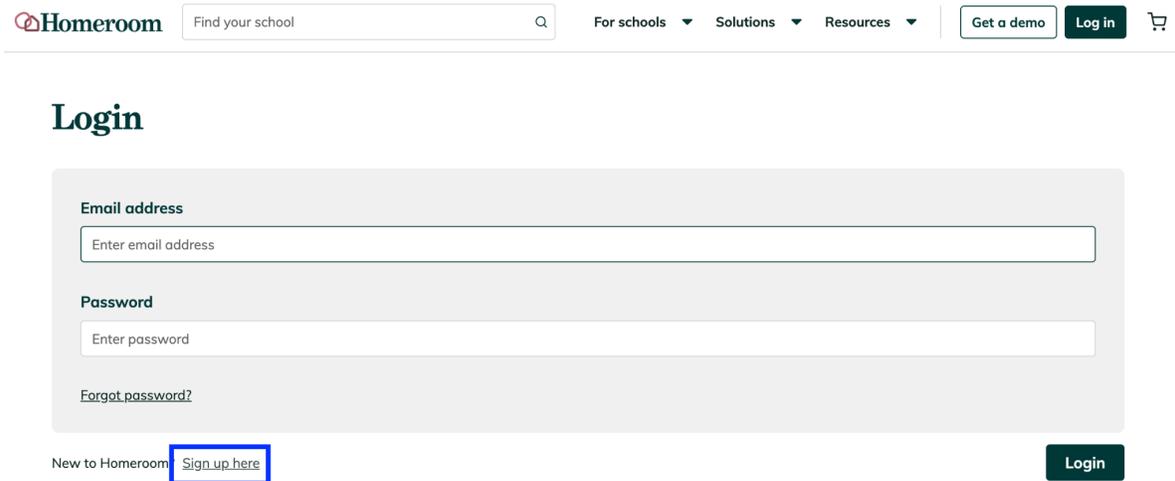


1. Visit Homeroom.com then Click Login.



2. New users will need to sign up first. Click Sign up here.



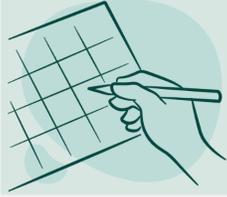
3. Choose your Role then click Continue

Choose your role

Which of the following best describes you?



Parent
Sign up to manage your family's activities and enroll in classes.



Organizer
Sign up to manage your organization's activities and enroll in classes.



Provider
Sign up to list your activities and classes.

Already have an account? [Log in here](#)

Continue

4. Enter the necessary information then click Register

Enter your info

[Back](#)

We need just a few pieces of basic information

First name *
Enter first name *

Last name *
Enter last name *

Email address *
Enter email address *

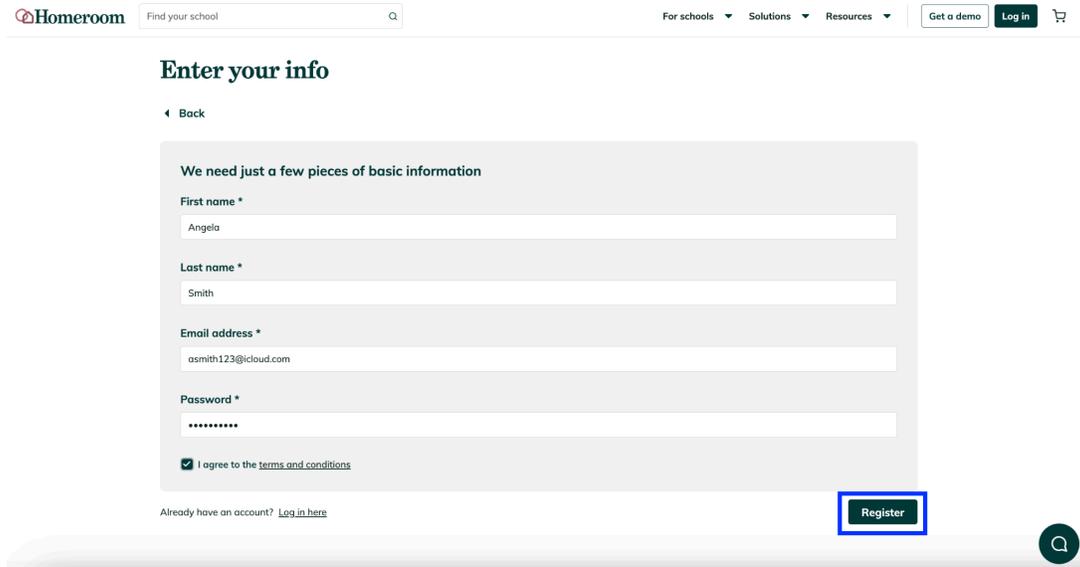
Password *
Enter password *

I agree to the [terms and conditions](#)

Already have an account? [Log in here](#)

Register

Note: Please see the sample below with the necessary information needed to complete your registration.

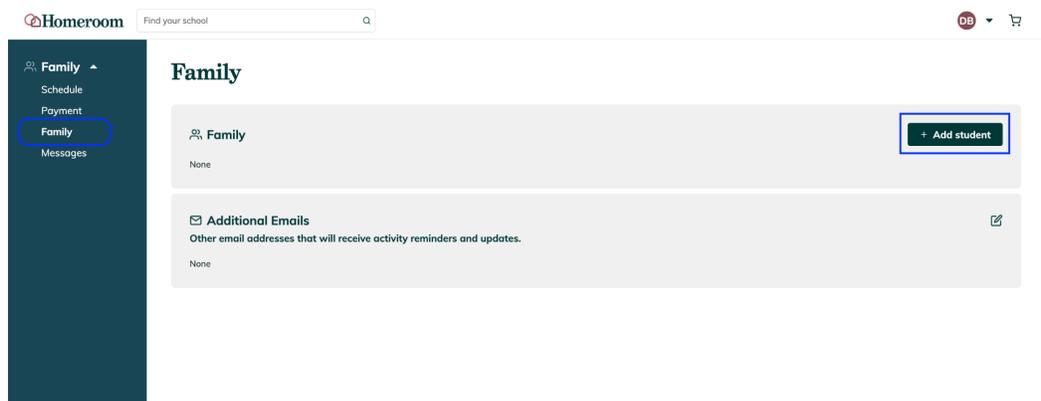


The screenshot shows the Homeroom registration page. At the top, there is a search bar for schools and navigation links for 'For schools', 'Solutions', and 'Resources'. A 'Get a demo' button and a 'Log in' button are also present. The main heading is 'Enter your info', with a 'Back' link. Below this, a message states 'We need just a few pieces of basic information'. The form includes fields for 'First name *' (Angela), 'Last name *' (Smith), 'Email address *' (asmith123@icloud.com), and 'Password *' (masked with dots). A checkbox for 'I agree to the terms and conditions' is checked. A 'Register' button is highlighted with a blue box. At the bottom left, there is a link for 'Already have an account? Log in here'.

SETTING UP AN ACCOUNT

Once you are done creating your account, please follow these steps on how to set up your account via Homeroom.

1. After logging in to your account, go to the FAMILY tab. Click Add Student.



The screenshot shows the Homeroom 'Family' management page. On the left is a dark sidebar with navigation options: 'Family', 'Schedule', 'Payment', 'Family' (highlighted with a blue box), and 'Messages'. The main content area is titled 'Family' and contains two sections. The first section, 'Family', shows 'None' and has an '+ Add student' button highlighted with a blue box. The second section, 'Additional Emails', has the subtitle 'Other email addresses that will receive activity reminders and updates.' and shows 'None'.

2. Enter all the necessary information needed then click OK.

Add new student

Student details

First name * Last name * Nickname

Enter first name * Enter last name * Enter nickname

Date of birth * School *

Enter date of birth * Select a school

Grade * Classroom *

Enter grade * Select a school to select a classroom

Advance to the next grade at the end of the school year

Allergies

None

Add allergy

EpiPen

Yes No

Medications

None

Add medication

Conditions

Enter conditions

Comments

Enter comments

Contacts

Type	Name *	Relationship *	Phone number *
Parent/guardian	Angela Smith	Self	(213) 124-8965
Emergency contact	Enter name *	Enter relationship *	Enter phone number

Add authorized pickup

Cancel **OK**

ADDING AUTHORIZED PICK UP

1. Go to the **Family tab**. Click the name of the student.

Homeroom Find your school

Family

Name	Date of birth	Grade	Health & comments
Alexander (Alex) Smith	Jul 3, 2024	K	None

Additional Emails
Other email addresses that will receive activity reminders and updates.

None

2. On the upper right hand corner, click the Edit Icon.

Homeroom Find your school

Alexander Smith

Student details

First name	Alexander	Last name	Smith	Nickname	Alex
Date of birth	Jul 3, 2024	School *	Inly School	Grade	K
Grade	K	Classroom	Unassigned (c)	Advance to the next grade at the end of the school year	Yes

Allergies: None

EpiPen: No

Medications: None

Conditions: None

Edit icon highlighted in the top right corner.

3. Scroll over to the bottom then click Add Authorized Pick up.

Homeroom Find your school

EpiPen: Yes (), No ()

Medications: None

Conditions: Enter conditions

Comments: Enter comments

Contacts

Type	Name *	Relationship *	Phone number *
Parent/guardian	Angela Smith	Self	(213) 124-8965
Emergency contact	Brendan Smith	Father	(213) 124-8965

Add authorized pickup button highlighted.

Cancel Save changes

4. Enter the Name, Relationship and Contact number of the additional Authorized Pick Up then click Save Changes.

Homeroom Find your school

Add allergy

EpiPen: Yes (), No ()

Medications: None

Conditions: Enter conditions

Comments: Enter comments

Contacts

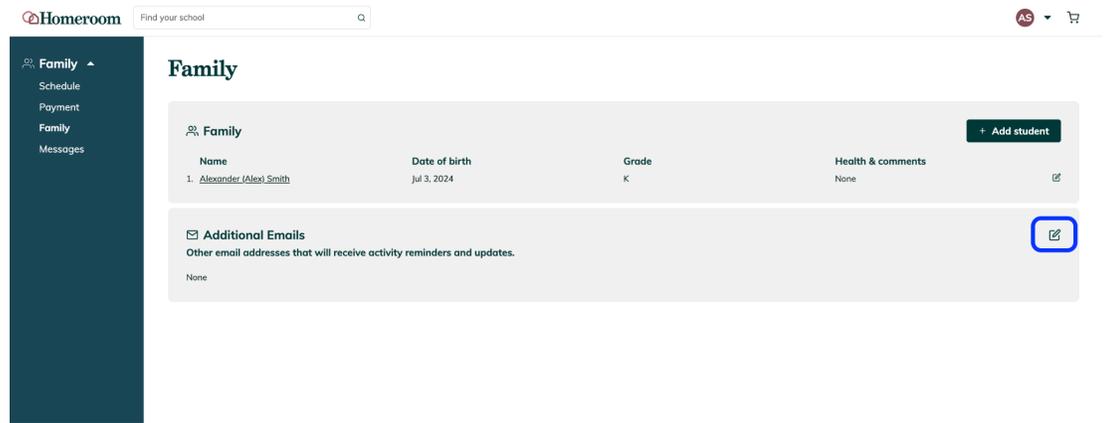
Type	Name *	Relationship *	Phone number *
Parent/guardian	Angela Smith	Self	(213) 124-8965
Emergency contact	Brendan Smith	Father	(213) 124-8965
Authorized pickup	Enter name *	Enter relationship *	Enter phone number *

Add authorized pickup button highlighted.

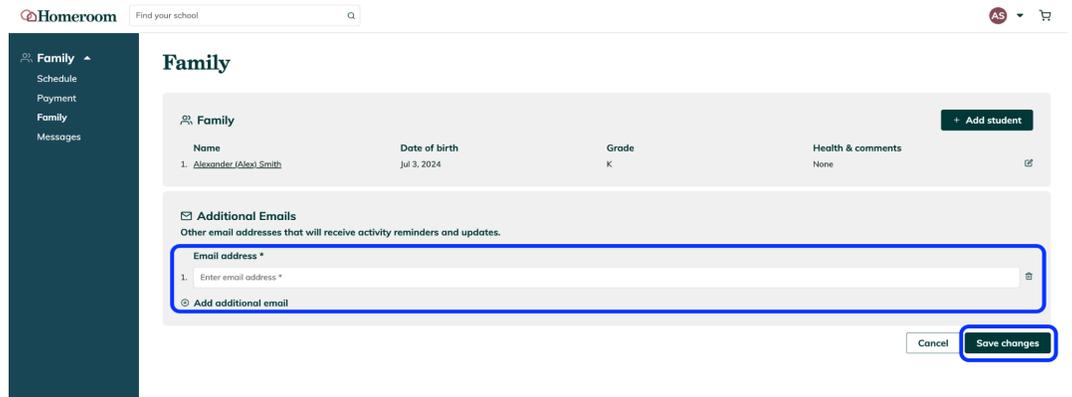
Save changes button highlighted.

If both parents want to receive email notifications about child care and enrichment.

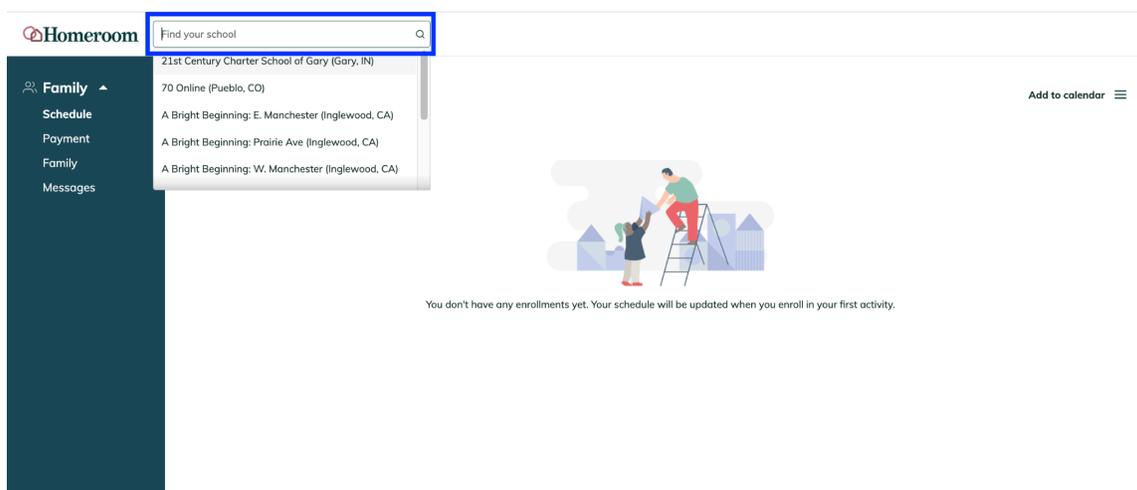
1. Go to the **Family tab**. Under the Additional Emails, click the edit icon.



2. Enter the email address that you would want to receive notifications and click Save Changes.

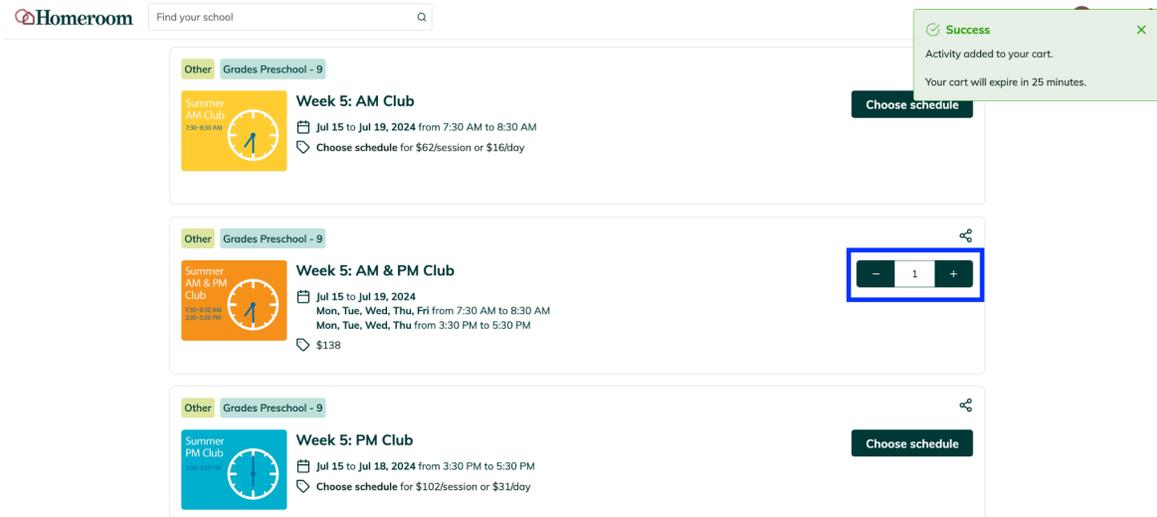


5. If your school has provided you a link to the registration page, click that and create your account or you can search your school name via Find your school in Homeroom. Both will bring you to the correct place.

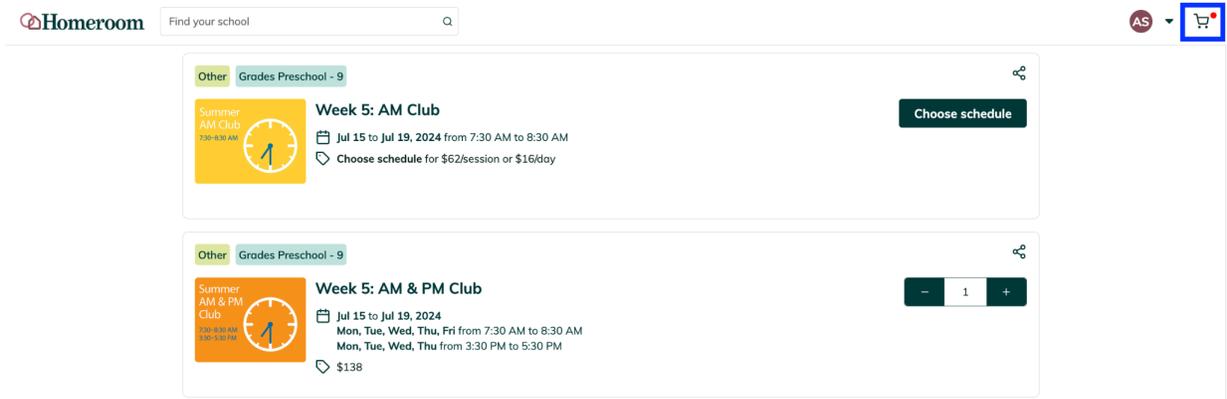


6. To learn more about an activity, click on the activity title to read more about the program. When enrollment opens, click "Add to Cart" - Classes are held in your cart for 25 minutes.

If a class becomes full - a waitlist will be automatically created. You can join the waitlist and if/when a space becomes available, you will be notified.



7. Once you're done selecting classes, click your cart button in the upper right-hand corner and click the cart icon.



8. Proceed to checkout, where you'll add your student information each class.

Cart

Apply a discount

Apply

Your items

\$138 total

- 1. Week 5: AM & PM Club
Jul 15 to Jul 19, 2024
Mon, Tue, Wed, Thu, Fri from 7:30 AM to 8:30 AM
Mon, Tue, Wed, Thu from 3:30 PM to 5:30 PM

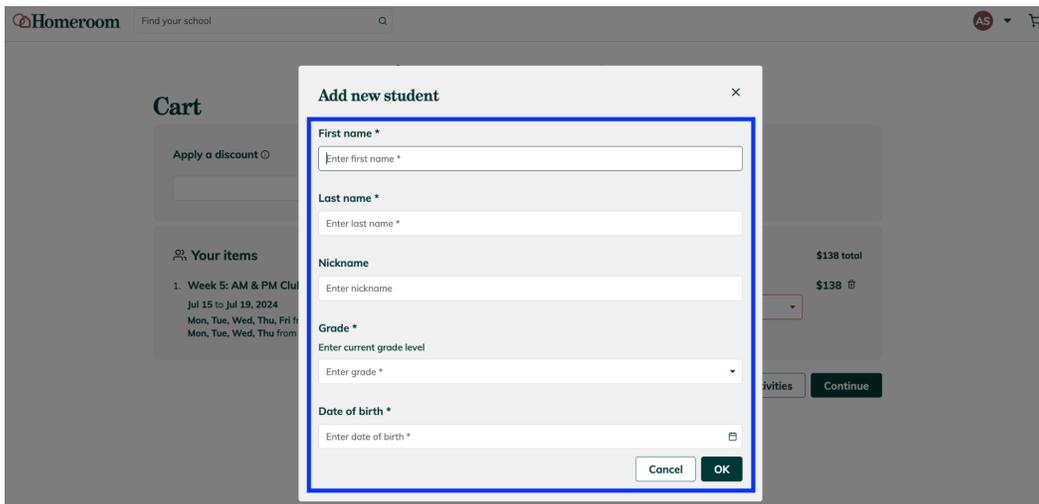
Assign student *
Select student *
Add student

Post-activity *
Post-activity dismissal *
Required

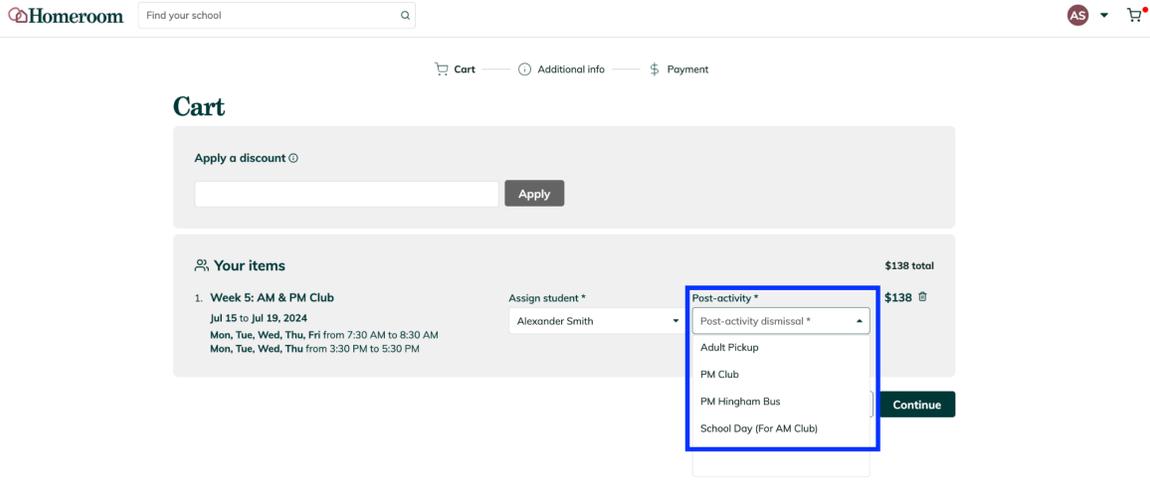
\$138

Add more activities

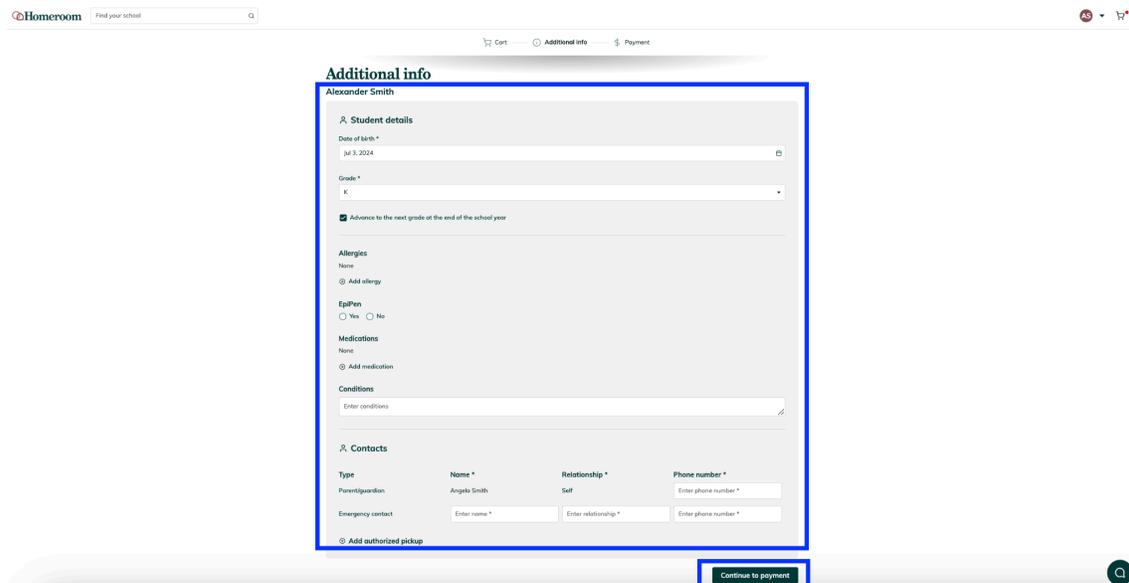
Continue



9. Be sure to select an after-activity dismissal option for each activity and student



10. Make sure to fill out all the necessary additional information about your child before proceeding to Payment.



11. After all student information has been added, you'll finalize your purchase by adding your payment information.

Homeroom Find your school

AS

Cart Additional info **Payment**

Emergency contact:

Add authorized pickup

Payment

Payment information

Payment method *

Card **affirm Monthly payments** Bank account

Total charged today: **\$138**

I agree to Homeroom's [Terms of Use and Privacy Policy](#)

Confirm and pay

Homeroom Find your school

AS

You're all set!

You're all signed up! A confirmation email has been sent to asmith123@icloud.com.
Purchases will appear on your credit card statement as **HOMEROOM* INLY SCHOOL**.

What to expect next

Some programs may require additional information or forms to fill out. You will be able to complete registration, view your schedule and make changes in your Homeroom account.

[Go to my Homeroom account](#)

Purchase summary

Activity	Schedule	Student	Amount
Week 5: AM & PM Club (Jul 15 - Jul 19)	Full session	Alexander Smith	\$138.00
Paid:			\$138

12. Lastly, once all classes have been booked, you can see them in your Homeroom account or add them to your personal calendar. A confirmation email will be sent immediately after purchase and as a reminder 48 hours before the first class starts.

Homeroom Find your school

AS

Family

- Schedule
- Payment
- Family
- Messages

◀ Previous week Next week ▶

📅 July 15, 2024 - July 19, 2024 Show weekends

Mon July 15	Tue July 16	Wed July 17	Thu July 18	Fri July 19

Current & upcoming activities

Activity	Student	Dates	Schedule	Location	Post-activity	Group
1. Week 5: AM & PM Club	Alexander Smith	7/15 - 7/19	Full session		Adult Pickup	

[Help desk](#)
[Give feedback on the new look](#)