

## Panther Kids' Club

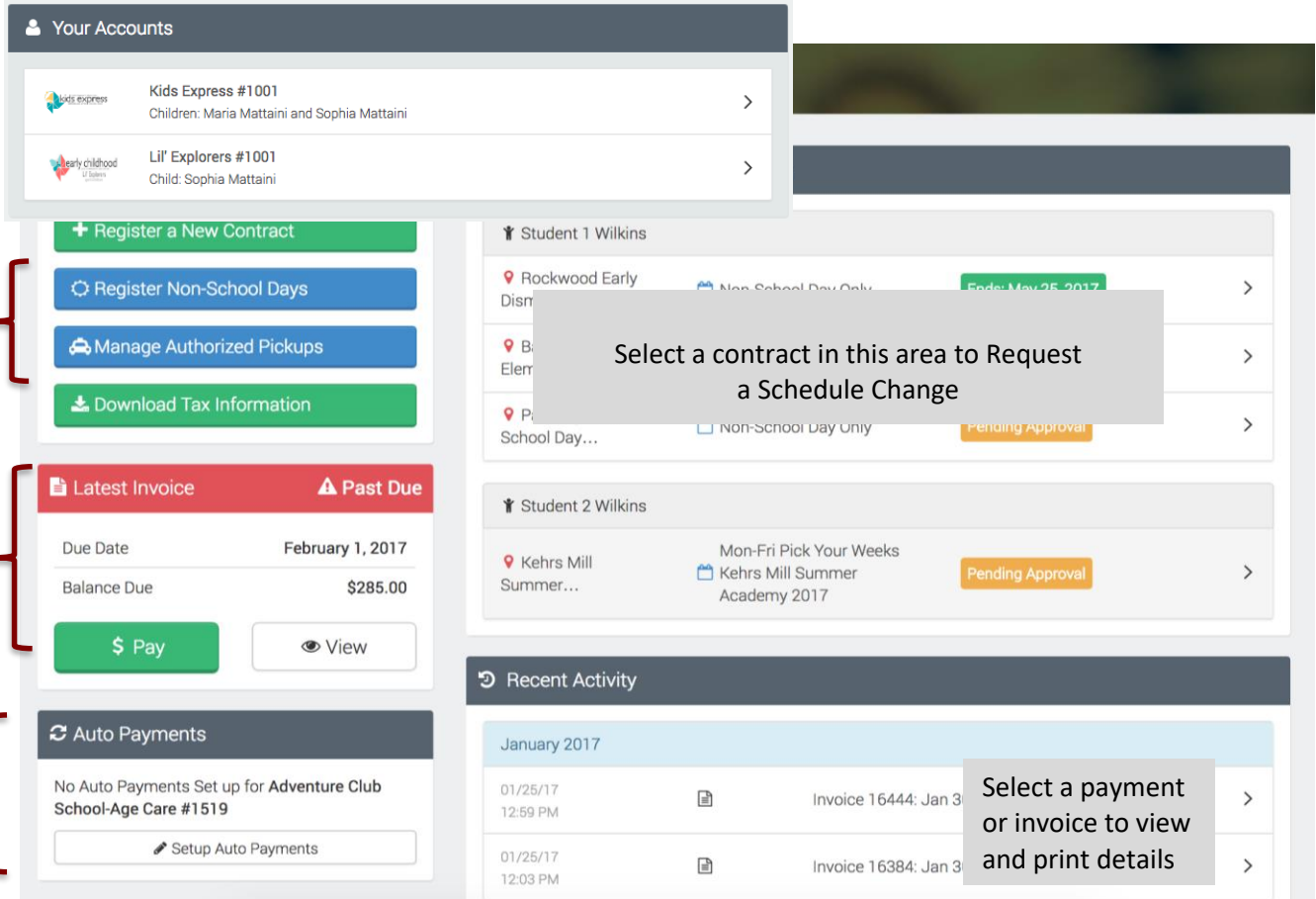
### Registering for and Managing your Panther Kids' Club Account Online

The Ellsworth Community School District is transitioning to a new online tool to register and manage your account. Below are some tips for managing your account.

#### Log in

1. Browse to <https://ellsworth.ce.eleyo.com> and login with your email address and password by selecting the Sign In button. **NOTE:** Use the Forgot Password link to initiate a set-password email if you cannot remember your password.
2. Access your Dashboard by selecting *Explore all Programs* at the top, right side of the screen and select the link to your *View Your Dashboard*. -or-
3. **Register** by selecting *Explore all Programs*, select *Panther Kids' Club OR Preschool Wrap Care* and select *Register*. **NOTE:** At the end of the registration process, if you are paying by check or cash, please select "Continue without saving a payment method." Your contract will be saved to the system and will be pending approval until payment is received by PKC staff.

**NOTE:** If you have already created an account from your Dashboard, select the link to that account to access the Account Management screen.



The screenshot shows the 'Your Accounts' dashboard with the following sections:

- Your Accounts:** Lists 'Kids Express #1001' (Children: Maria Mattaini and Sophia Mattaini) and 'Lil' Explorers #1001' (Child: Sophia Mattaini).
- Account Management tools:** Includes buttons for 'Register a New Contract', 'Register Non-School Days', 'Manage Authorized Pickups', and 'Download Tax Information'.
- View and Pay Invoices:** Shows a 'Latest Invoice' for 'Past Due' with a due date of February 1, 2017, and a balance due of \$285.00. It includes 'Pay' and 'View' buttons.
- Manage your Auto Payments:** Shows 'No Auto Payments Set up for Adventure Club School-Age Care #1519' and a 'Setup Auto Payments' button.
- Student 1 Wilkins:** Lists contracts for 'Rockwood Early Dis...' (Non-School Day Only, Expire: May 25, 2017), 'B... Ele...' (Pending Approval), and 'P... School Day...' (Non-School Day Only, Pending Approval).
- Student 2 Wilkins:** Lists a contract for 'Kehrs Mill Summer...' (Mon-Fri Pick Your Weeks, Kehrs Mill Summer Academy 2017, Pending Approval).
- Recent Activity:** Shows a list of invoices for January 2017, including 'Invoice 16444: Jan 3' and 'Invoice 16384: Jan 3'. Callouts indicate 'Select a contract in this area to Request a Schedule Change' and 'Select a payment or invoice to view and print details'.