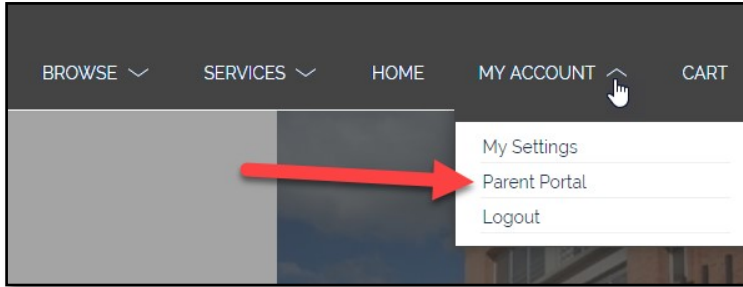


Sauk Rapids-Rice School District

How to Pick Days of Care for Kids Club K-5

Select the days of care your student is expected to attend by visiting: <https://SaukRapids.RevTrak.net>

Login to Existing RevTrak Account



- ◆ **Login** using your Email Address and Password
- ◆ Select **My Account*** from the top navigation bar.
- ◆ Select the **Parent Portal**.

*NOTE: When using a mobile device, select the  icon to access the **Parent Portal** link in the drop-down.

Select Calendar Icon



Select Days of Future Attendance

- ◆ A calendar will appear where you can select the checkbox next to the each days your student is expected to attend in the future. (All selections are saved in real-time)
- ◆ Once you have selected all necessary days, close out of the window.

Mon Check All / Uncheck All	Tue Check All / Uncheck All	Wed Check All / Uncheck All	Thu Check All / Uncheck All	Fri Check All / Uncheck All
Sep 2	Sep 3	Sep 4	Sep 5	Sep 6
<input type="checkbox"/> Attend AM	<input type="checkbox"/> Attend AM	<input type="checkbox"/> Attend AM	<input type="checkbox"/> Attend AM	<input type="checkbox"/> Attend AM
<input type="checkbox"/> Attend PM	<input type="checkbox"/> Attend PM	<input type="checkbox"/> Attend PM	<input type="checkbox"/> Attend PM	<input type="checkbox"/> Attend PM