Child Snapshot Report

The **Child Snapshot Report** provides Owners and Administrators with a quick overview of child enrollment information, check-in status, and family balances all in one place. Go to **Enrollment** (left menu) > **Openings & Enrollments** card > **Child Snapshot** to do the following:

- Sort or group and view balances by program, class, and schedule.
- See if enrolled children are currently checked including a face-to-name photo column.
- Export or print the grid to use outside of Jackrabbit Care.

Report Features

The Child Snapshot report defaults to today's date. Review the information in the included columns:

- **Child First Name** and **Last Name** - Click the child's first or last name to go to their Details page.
- **Status** - See a badge indicating if a child is checked In, Out, or Never, which indicates a child is enrolled but has never been checked in.
- **Birthday** - See a child's date of birth. The date is shown in bold if today is the child's birthday.
- **Program** - Click the program name to go to the Program Details page.
- **Class** - Click the class name to go to the Class Details page.
- **Schedule** - Click the schedule name to go to the Schedule Details page.
- **Fam. Balance** - Shows the current balance on the family's account. The balance is displayed in red if it is over $0 and in black if there is no balance or credit on the account.

Use the following features found on the Child Snapshot report:

- Use the **Column Menu** icon ⋮ to sort, filter, add, or remove columns, or set the column position. Click the column header and drag and drop it to the top of the report to group the report by that column type.
- Click **Export To Excel** or **Print** the grid as needed.

Child Snapshot

Help With Grids

Export To Excel   Print

Drag a column header and drop it here to group by that column

Photo	Child First Name	Child Last Name	Status	Birthday	Program	Class	Schedule	Fam. Balance
	Flora	Rentz	In	03/24/2017		Kindergarten and 1st	Afterschool Care (3-6 PM)	$1,140.00
	Ashton	Poke	In	08/19/2016		Adventure Kids Club	All Day Care Schedule	$1,100.00
	Stephen	Hayworth	Never	12/28/2010		6th 7th and 8th	Afterschool Care (3-6 PM)	$1,000.00
	Joey	Jennings	Out	05/10/2018		Kindergarten and 1st	Afterschool Care (3-6 PM)	$966.56
	Isabelle	Cho	Out	03/09/2013		4th and 5th	Afterschool Care (3-6 PM)	$911.56
	Brice	Thurston	In	11/08/2012	After School Program	Kindergarten and 1st	Afterschool Care (3-6 PM)	$790.32

↑ Sort Ascending

↓ Sort Descending

▥ Columns

▼ Filter

▦ Group column

▤ Set column position

Export To Excel   Print