




# Upcoming Birthdays Report

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The Upcoming Birthdays report lists children who either celebrated a birthday in the last week or will have a birthday in the next two weeks. Go to **Reports** (left menu) > **Real Time Reports** card > **Programs & Classes**, and then click **Upcoming Birthdays** to do the following:

-  Keep track of recent birthdays to help children at your center celebrate.
-  See how old a child is turning on the day of their birthday.
-  Export or print all birthdays to use outside of Jackrabbit Care.

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## Report Features




The Upcoming Birthdays report displays as *Recent & Upcoming Birthdays* since it shows birthdays from the past week and birthdays occurring in the next two weeks. Click **Export To Excel** or **Print** the grid as needed, or review the information in the included columns:

- **Child** - Click the child's name to go to their Details tab.
- **Date** - The month and day a child was born.
- **Turning Age** - How old the child is on their birthday this year.

3221 > 144 > Upcoming Birthdays

### Recent & Upcoming Birthdays

 Export To Excel  Print

	Child	Date	Turning Age
	<a href="#">Ashton Poke</a>	June 30	8
	<a href="#">Jerome Dennis</a>	July 10	10
	<a href="#">Kiama Dennis</a>	July 10	10



Quickly access info for birthdays occurring within the next week by viewing the Birthdays widget on your Dashboard.

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