

# Import Data to Jackrabbit Care

Last Modified on 12/09/2024 3:00 pm EST

Choosing a new software couldn't be easier! We offer a free basic import service to all new clients, which includes uploading your current child, family, and team member information into your Jackrabbit Care system.

The migration process consists of three parts:

- ✦ Export information from your previous system.
- ✦ Download the Care Import Sheet and complete the required information.
- ✦ Send the completed information to our Care team, where we will then import the information to Jackrabbit Care.

---

## Export Information

Is your data in another system? No problem! For specifics on how to export information from the following third-party systems, follow the links below to their help centers. While we can still import your information from systems such as Lilio, Aaniie, Sandbox, Bright Horizons, KidSoft, and others, this information is not public-facing, and you will need to contact them for best practices on how to export it.

<a href="#">Blackbaud</a>	<a href="#">Brightwheel</a>	<a href="#">ChildWare</a>	<a href="#">Curacubby</a>
<a href="#">Daxko</a>	<a href="#">Dubsado</a>	<a href="#">Early Learning Ventures</a>	<a href="#">KidKare</a>
<a href="#">LineLeader</a>	<a href="#">Playground</a>	<a href="#">Procure</a>	<a href="#">QuickBooks</a>
<a href="#">✦</a>	<a href="#">Seesaw</a>	<a href="#">Smartcare</a>	<a href="#">✦</a>

## Download and Complete the Import Sheet

Follow the steps below to download the Jackrabbit Care Import Sheet. Once downloaded, use the first sheet titled *Instructions* for more information on how to fill out the three remaining sheets.

1. Open the [Jackrabbit Care Import Sheet](#)
2. Save the document as an .XLSX file by going to **File > Download > Microsoft Excel (.xlsx)**.
3. Open the Care Import Sheet in a spreadsheet program.
4. Complete all the information in the appropriate sheets. There are three sheets requiring information: Contacts, Students, and Team Members.
  - To use information exported from a third-party, paste it into the appropriate column headers on the Care Import Sheet.
5. Save any updates to the Care Import Sheet, ensuring it remains as an .XLSX file without a period

in the file name.

## Import Process

After completing the Care Import Sheet, follow these steps so we can assist in completing your import:

1. Email [CareHelp@jackrabbittech.com](mailto:CareHelp@jackrabbittech.com) with the file attachment and include your name and business name.
  2. Allow two business days for us to convert and import your information.
  3. We will contact you to inform you when the import is complete!
- 

## □ Frequently Asked Questions

---



Need help? Contact us at [CareHelp@jackrabbittech.com](mailto:CareHelp@jackrabbittech.com), where we are happy to assist!

---