




# Daily Sheet Snapshot

Last Modified on 11/06/2024 5:09 pm EST

The **Daily Sheet Snapshot** provides an overview of events throughout a child's day that can be sent to families and contacts using CircleTime or printed. Go to **Programs & Classes** (left menu) > **Programs & Schedules** card > **View All Classes** > **Details** > **Daily Sheet Snapshot** to do the following:

-  View logged food, nap, and potty events across a child's day.
-  Edit and review event notes before sending them to families and contacts.
-  See children's attendance per class, including when they signed in and out.

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