

Creating a Procure Account

Once you have completed parent orientation with the enrollment coordinator you will receive an email from Procure to set up your account. With your Procure account, you will be able to make payments, set up auto-pay, send and receive messages to your child's teacher and administration, get updates about your child's day as well as pictures/videos of all the fun activities your child does throughout the day. Follow the steps in the email to set up your account.

1. You will receive an email from Procure with the email you added to your child's application. The email will have a unique code for your child that will expire within seven days, after seven days you will have to request a new code be sent to you. Click on the link to be directed to the Procure web portal to finish setting up your account.

Welcome to Procure! You have been added to Test test profile.

Fred Moore Day Nursery School is inviting you to create your Procure account. Through Procure, authorized family members and guardians will be able to send and receive messages and notifications regarding your child's day. Your child care provider can send you photos, videos, learning milestones and other notes or messages as needed so you can feel at ease knowing your child is receiving great care and stay connected throughout the day.

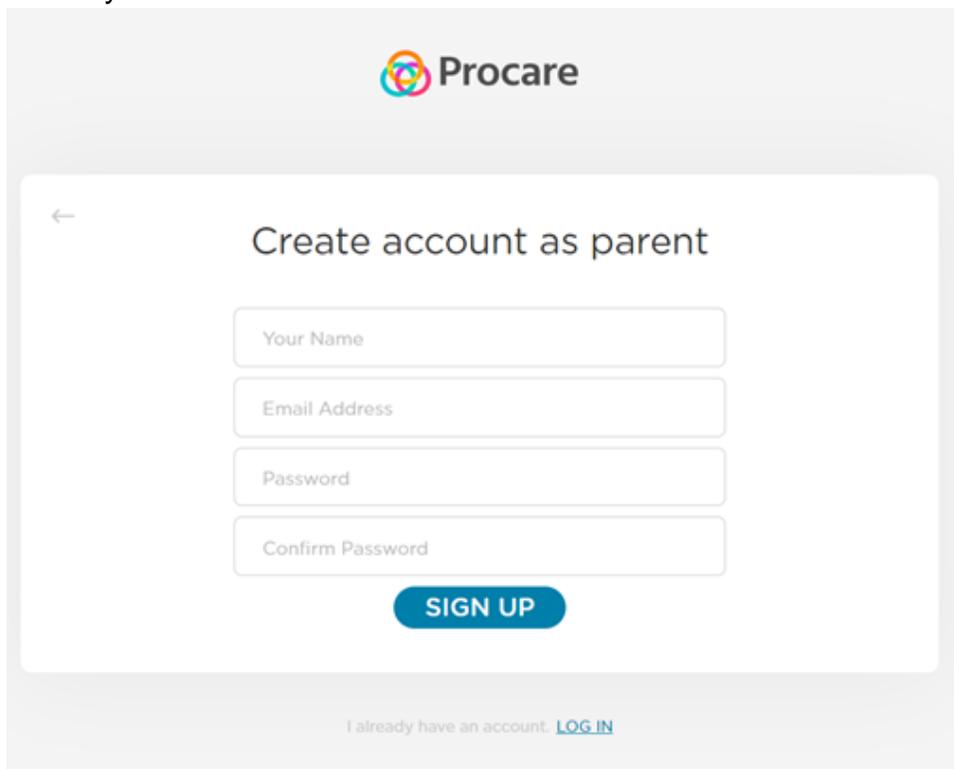
1. Navigate to [Procure web portal](#).
2. Select **Parent**.
3. Create Account section using the email address your invite was sent to
4. Click "**Add Child**" and enter this unique 10-digit code which will expire in one week: **FF0E8D0AA7**.
5. Download the free Procure Child Care Mobile app on Apple or Android.

Learn more about [Procure](#) here. If you have any questions, visit our [Help Center](#).

2. Once you get the the web page you will click on the parent option.

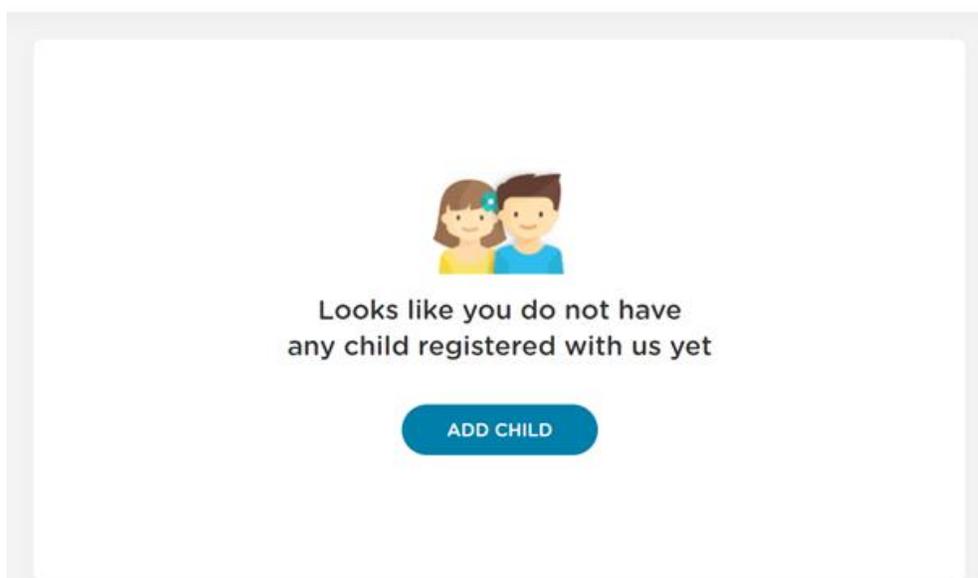


3. Enter the email address that was provided on your child's application and create a password. Please note that any password created by you can not be shared or reset by the admin or teachers at the center.

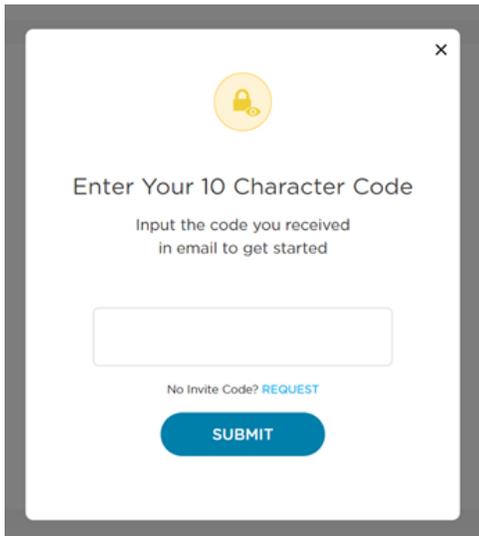


The screenshot shows the Procare logo at the top. Below it is a white card with a back arrow in the top left corner. The title of the card is "Create account as parent". There are four input fields stacked vertically: "Your Name", "Email Address", "Password", and "Confirm Password". Below the input fields is a blue button with the text "SIGN UP". At the bottom of the card, there is a link that says "I already have an account. [LOG IN](#)".

4. Once you have entered the details you will get to the screen that gives you an option to add a child, click on add child



5. You will then be prompted to enter to unique 10-digit code that was sent to your email

A screenshot of a mobile application interface. At the top center is a yellow circular icon containing a padlock. Below the icon, the text reads "Enter Your 10 Character Code" in a bold, dark font. Underneath that, in a smaller font, it says "Input the code you received in email to get started". A white rectangular input field is positioned below the text. At the bottom of the screen, there is a blue rounded rectangular button with the word "SUBMIT" in white capital letters. Above the button, there is a link that says "No Invite Code? REQUEST" in blue text. The entire screen is enclosed in a dark grey border with a small 'x' icon in the top right corner.

6. Once that is complete you will then be able to explore the app. Once your child is attending you will receive notifications throughout he day of their activities.

Please do not hesitate to contact the administration staff should you have any questions.