## Parents Sign-Up Guide

Dear Parent/s,

Please refer to this guide to successfully sign-up for Bambi Buses system. This quick process requires the use of your smartphone or a computer, and access to your e-mail.

Step 1: Launch website

Go to: www.bambibuses.com

Step 2: Sign-Up

Click **Parents Sign-Up** button at the top right corner of the page.



Step 3: Access to Application

Please input your email address that you have registered with the school previously.

Parer	nt's Sigr	n Up								
Your E-	-Mail ID here	à								
Sign Up										

- NOTE: If you have not provided the school with your email address, please contact the school to enroll your email into the school's database.

## Step 4: Login

You will receive a temporary password in your email address, navigate back to <u>www.bambibuses.com</u> and click --> Log In (using your e-mail address and password sent to your email)

Once logged in you will be presented with your \*child information tab. scroll all the way down and enter your <u>Contact phone number</u> and <u>Current Phone provider</u> (ex: T-mobile, AT&T, Verizon..etc)

Primary phone	
Primary phone is required	 
Primary phone provider	
(Select One)	\$
Primary phone provider is required	

- NOTE: Bus Routes for you child have been pre-populated by the system and you may disregard those fields.

Click → Update (at the bottom of the page) You should see the following message: "Success!!! Child information updated"

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## Step 5: Password Change

Click your email address in the upper corner: <u>sample@yahoo.com</u> Click "Account" tab on the drop-down menu

Type your current temporary password Finally type your new password and click Change Password You should see the following message: "Password Updated"

Step 6: Dashboard Access

Right next to your account (email address) there is a "Dashboard" Tab Click on the Dashboard and you will be able to see the name of your child

Parent's Dashboard		
Child Test		Edit Details
Child Test		Edit Details

The tabs will be blank if the Bus is not en-route.

Once the driver signs-on to the Route (Pick up / Drop Off) the Route will be made available



Click the Route # and you will be able to see the Bus on the live-view map.



If you have any further questions or inquires please email our Support department at: <a href="mailto:support@bambibuses.com">support@bambibuses.com</a>;

Please note that response time may take up to 24 hours from the initial request.

<u>\*child information tab.</u>  $\leftarrow$  If you have more than 1 child using transportation; by default, system will show the first child upon initial login. Once you click update and navigate to "Dashboard" you will see your other children within that page.