

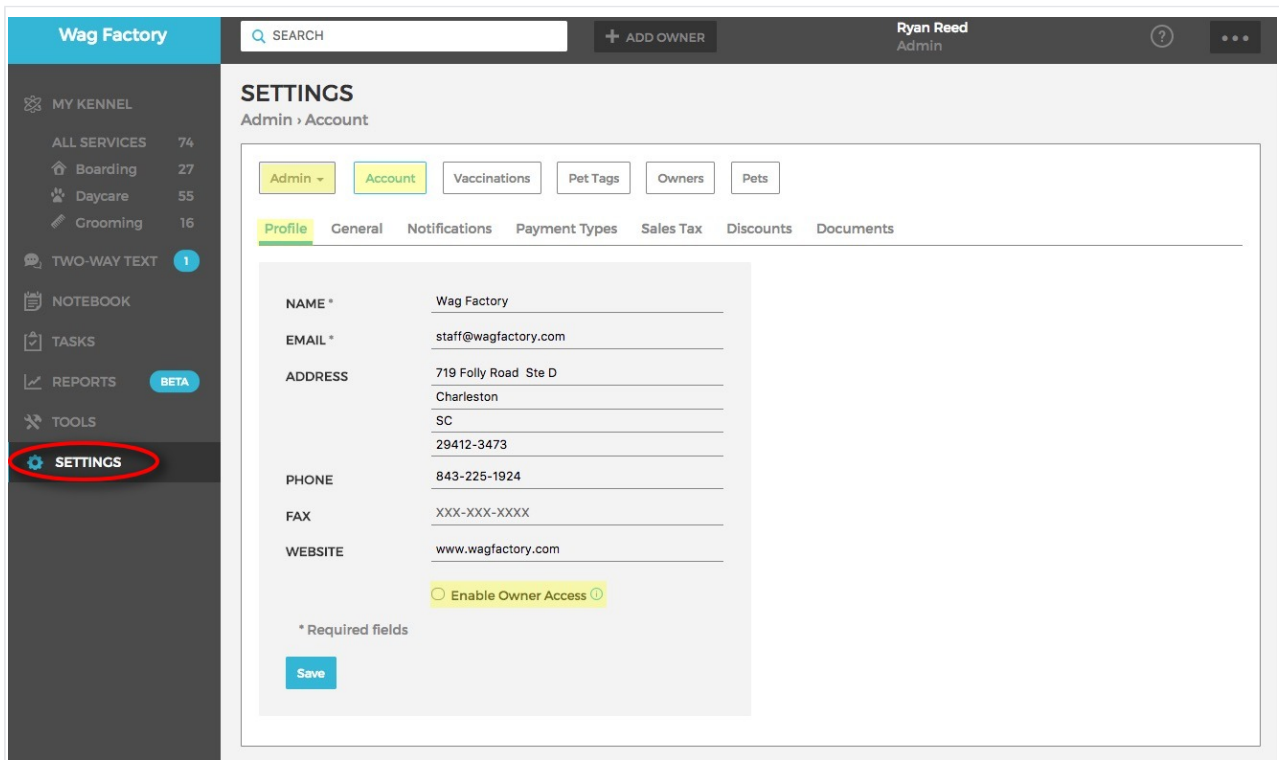


This guide will detail how to setup
and use the Owner Access feature
in Kennel Geek

Owner Access Setup

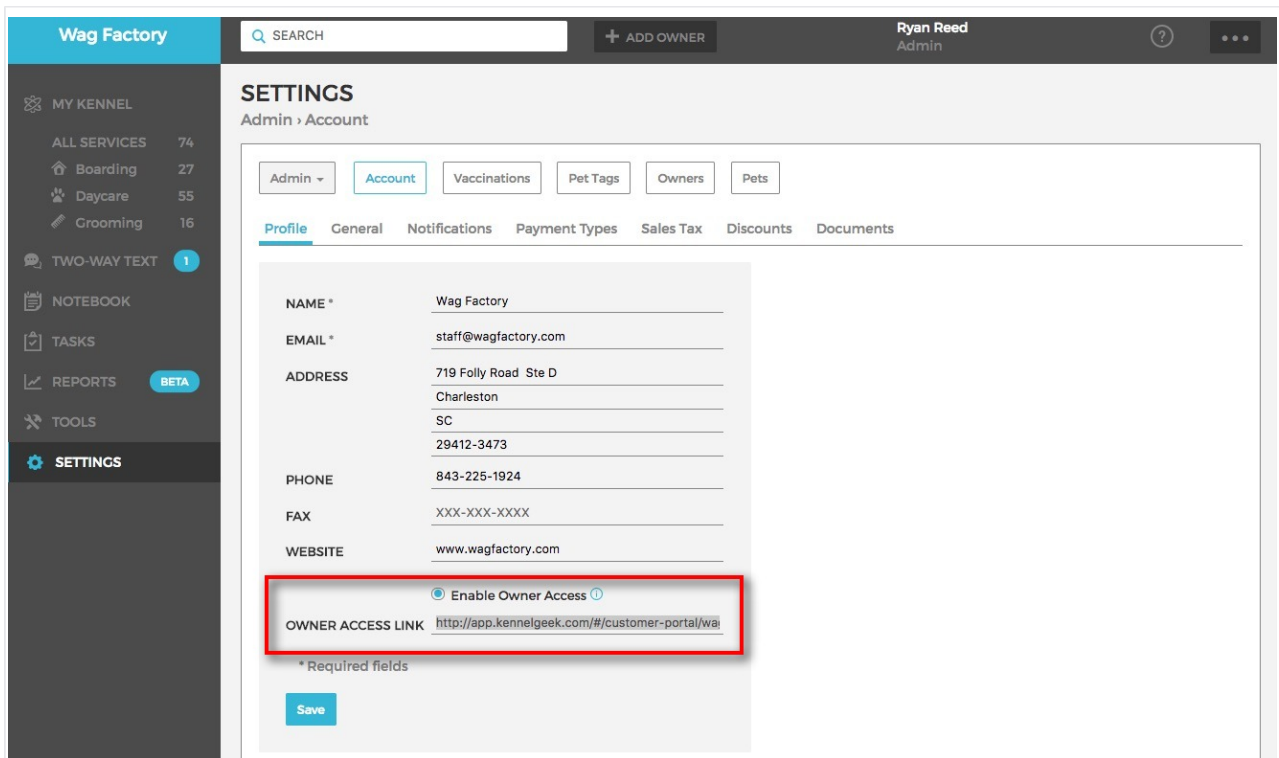
Kennel Geek

Activating Owner Access

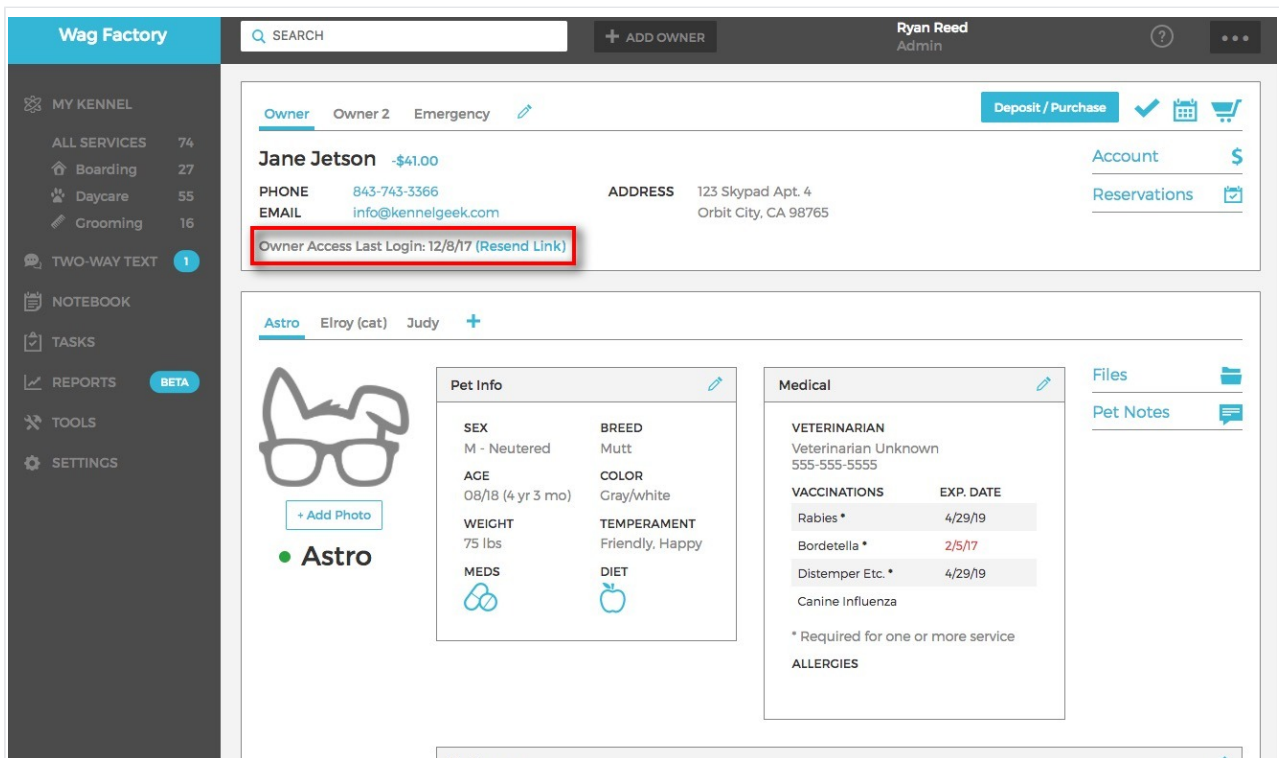


Navigate to Settings > Admin > Account > Profile to Enable Owner Access.

Make sure you click "Save" to save your settings!



You may use this link (website, emails, etc.) to allow Owners to access their account.

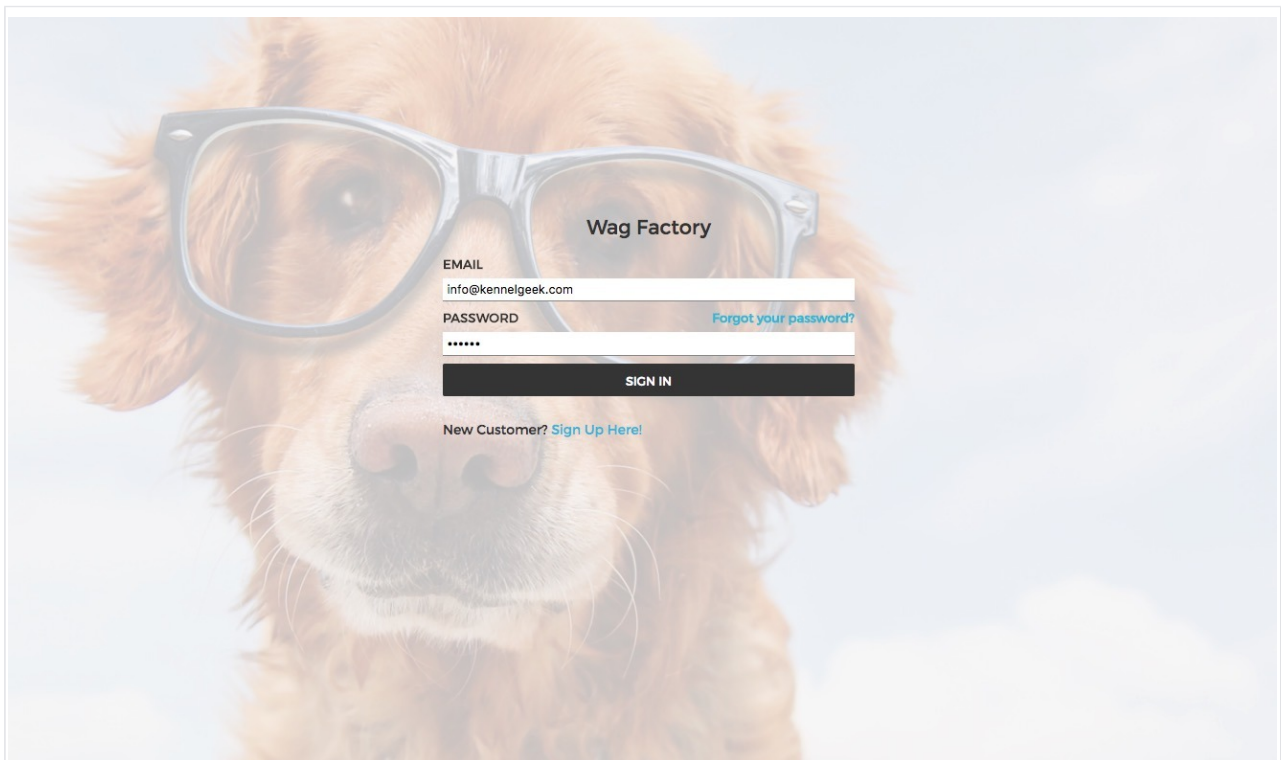


Owners must be emailed a link for their initial login

Send or Resend Owner Access Link from the Owner Profile as shown.

***If you are just getting started and would like ALL Owners to receive this link, please let us know and we will initiate a mass email to every owner with their login information.

Owner Login



Owner Access Login

Owners can sign in using their Email and Password

New Customers can follow the "Sign Up Here!" link to register themselves and their pets.

[Owner](#) [Owner 2](#) [Emergency](#) [✎](#)

Jane Jetson Account [\\$](#)

PHONE 843-743-3366
 EMAIL info@kennelgeek.com

ADDRESS 123 Skypad Apt. 4
 Orbit City, CA 98765

[Reservations](#) [📅](#)

[Astro](#) [Elroy \(cat\)](#) [Judy](#) [+](#)



Astro

Pet Info [✎](#)

SEX M - Neutered	BREED Mutt
AGE 08/18 (4 yr 3 mo)	COLOR Gray/white
WEIGHT 75 lbs	DIET
MEDS 	

Medical [✎](#)

VETERINARIAN
 Veterinarian Unknown
 555-555-5555

VACCINATIONS	EXP. DATE
Rabies *	4/29/19
Bordetella *	2/5/17
Distemper Etc. *	4/29/19
Canine Influenza	

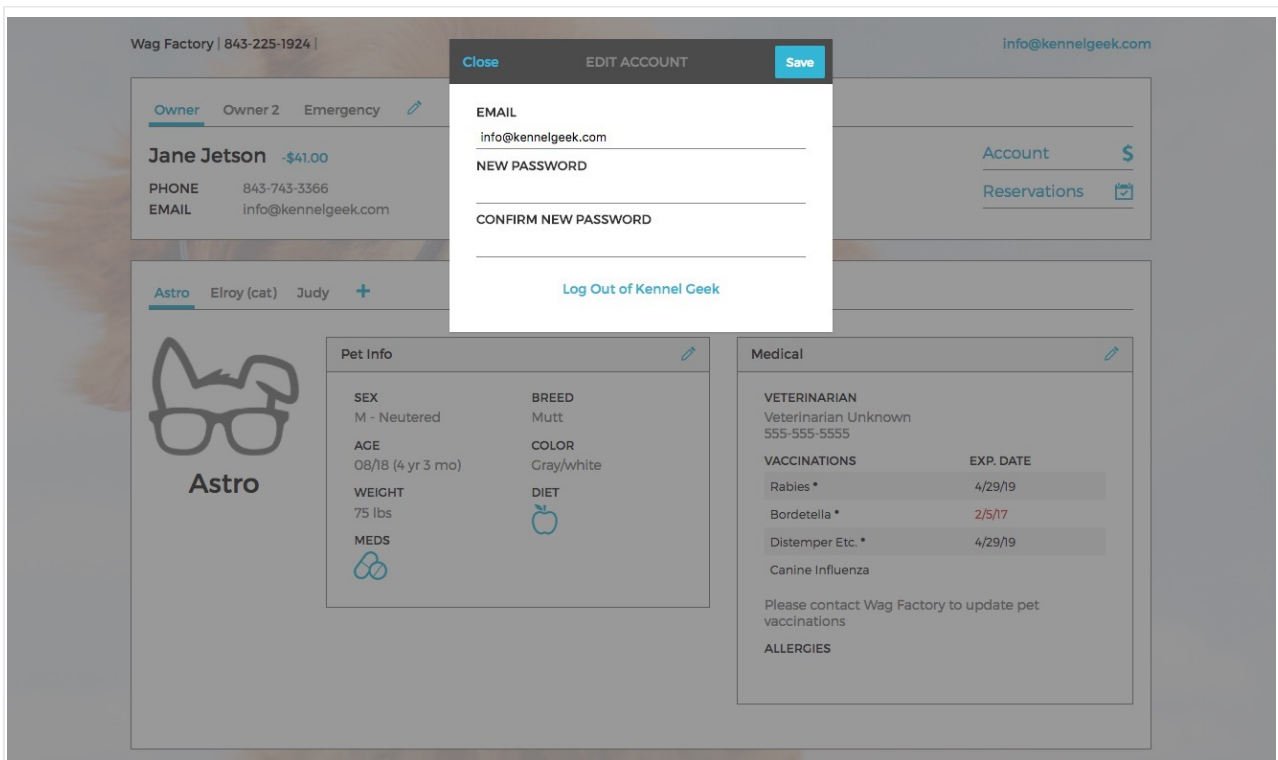
Please contact Wag Factory to update pet vaccinations

ALLERGIES

Owner Access Screen

Here, Owners can View most information on the Owner and Pet Profiles, and Edit some information.

You'll notice, Temperament and Pet Notes are not accessible for the Owner to see.

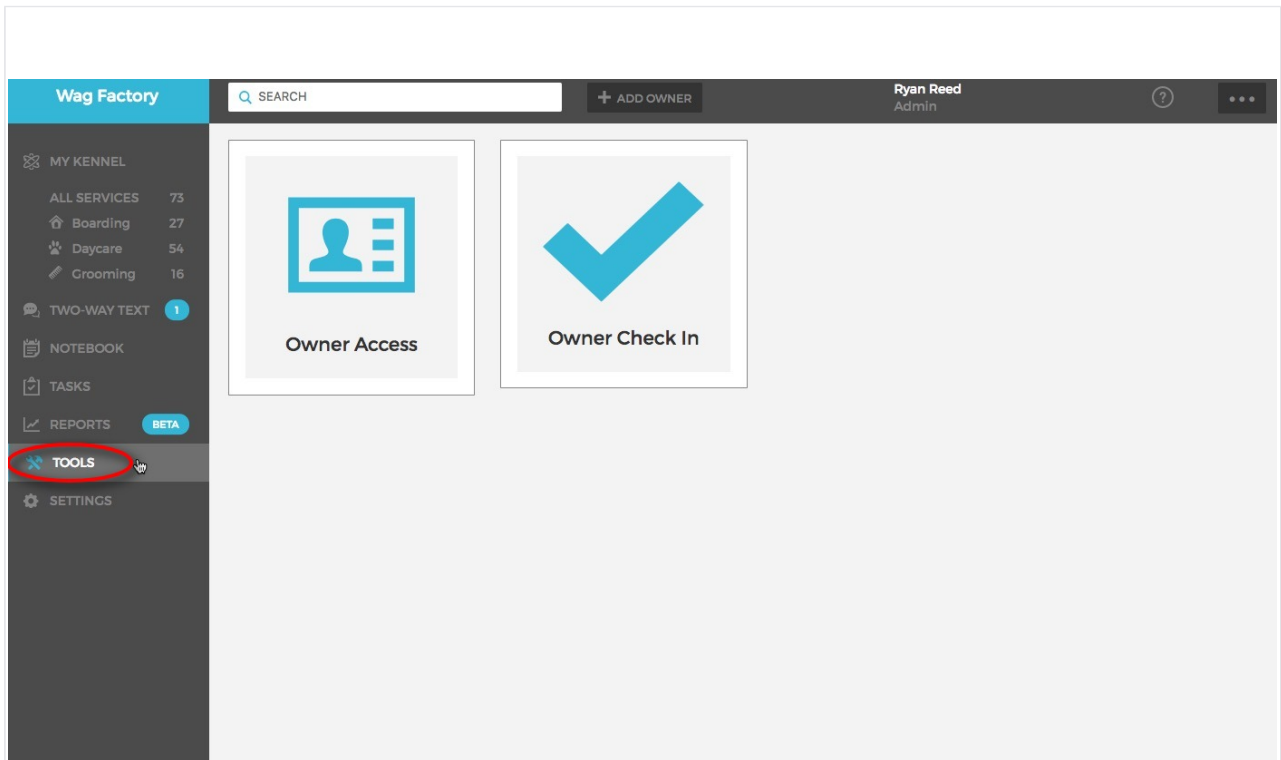


Change Password

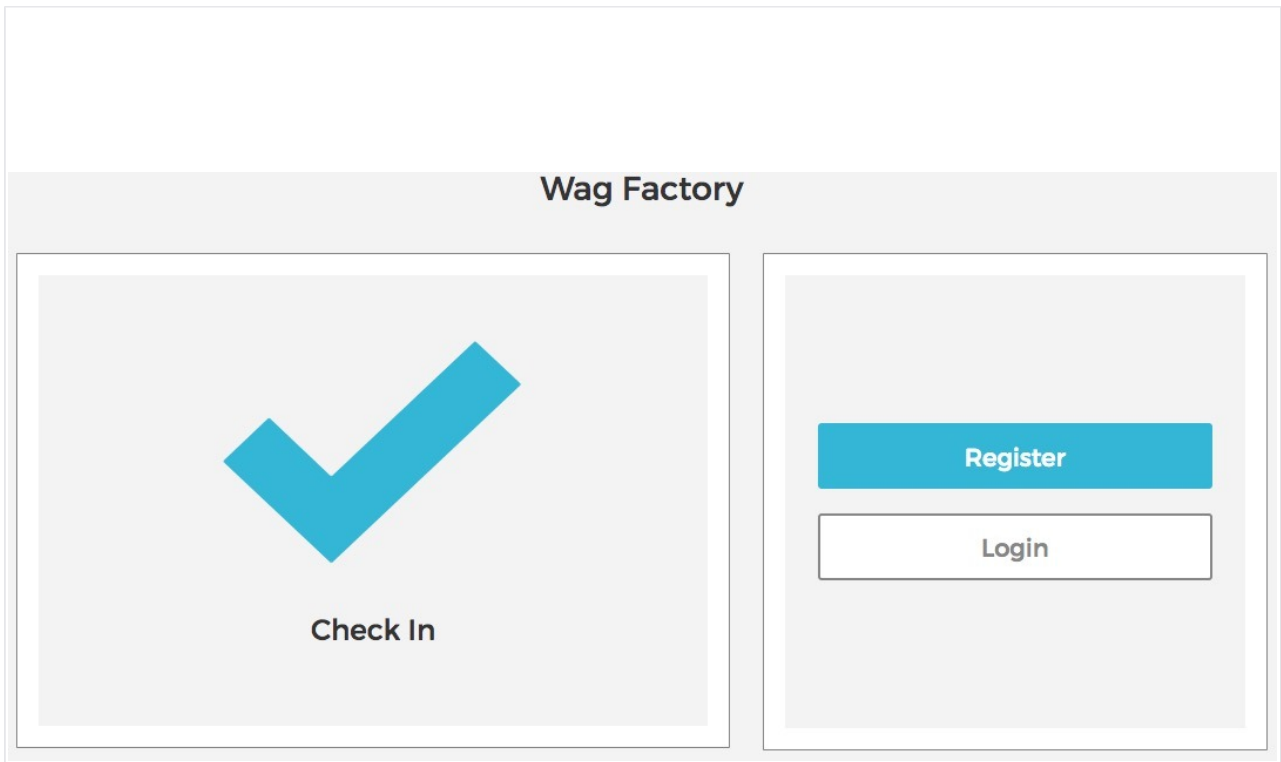
For the initial login, Owners will be given a unique, generic password to access their account.

We then encourage Owners to change their password by clicking on their email address in the top right corner of the screen.

At Your Facility



Kennel Geek is built in with a few helpful TOOLS!



"Owner Check In"

Many facilities have a dedicated computer or tablet to allow Owners to quickly check their pets into daycare, Login to Owner Access, or for new customers to Register themselves and their Pets!