

STEP 1: FIND KIDGAB

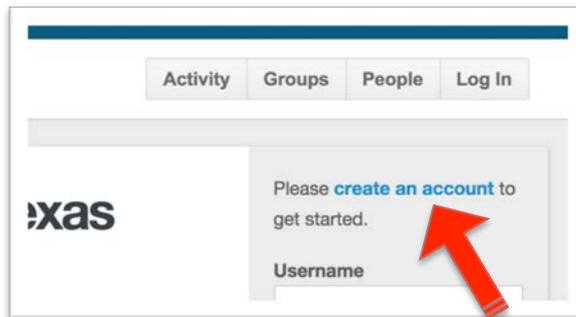
In your favorite web browser*, navigate to <https://kidgab.net>

Your browser will direct you to <https://kidgab.cse.tamu.edu/girlscouts/>

*Though KidGab will work on all browsers, it works best in Google Chrome. Google Chrome is a free browser and can be downloaded for Mac, Windows, Android, and iOS.

STEP 2: REGISTER FOR A KIDGAB ACCOUNT (PARENTS ONLY)

In the top right-hand corner of your screen, click the “**create an account**” link.



Then, enter your registration information and password into the provided textboxes.

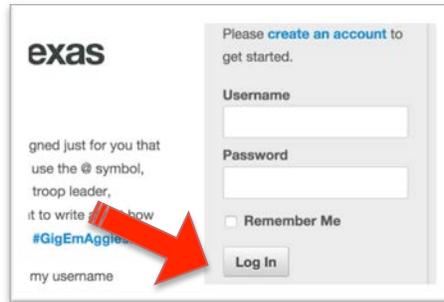
- Each registered user must have at least one 10-digit Child ID to register. This Child ID was provided to you at the conclusion of your child's Digital Friendship program. Parents with multiple children should separate their Child IDs with commas.
- If you don't have your Child ID, email valentine@tamu.edu. Please include your child(ren)'s name(s) and username(s), and we will get back to you as soon as possible.

A screenshot of the 'Create an Account' registration form. The form is divided into two columns: 'Account Details' and 'Profile Details'. The 'Account Details' column includes fields for 'Username (required)', 'Email Address (required)', 'Choose a Password (required)', and 'Confirm Password (required)'. The 'Profile Details' column includes a 'Name (required)' field. Below these columns is a field for 'Child ID Code(s) (Separate by Commas)'. A red arrow points to this field with the text 'Enter Child ID'. At the bottom right of the form is a 'Complete Sign Up' button, with another red arrow pointing to it and the text 'Complete Signup'.

When your registration information is complete, click the “**Complete Sign-up**” button. An email confirmation will be sent to you. Click the link in your email to activate your account.

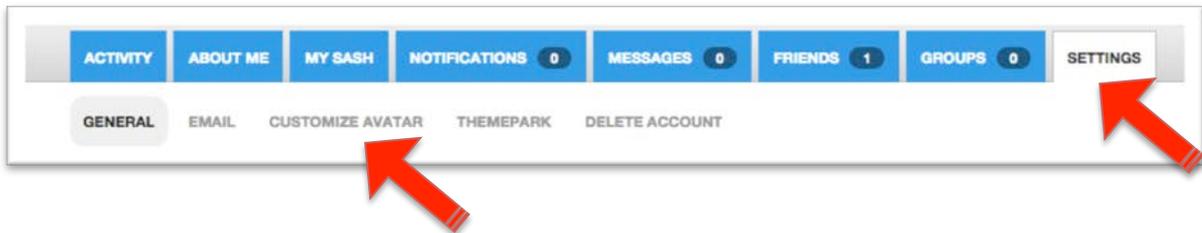
STEP 3: LOG IN

In the top right-hand corner of your screen, enter your username and password into the text boxes. Then click the “Log In” button.

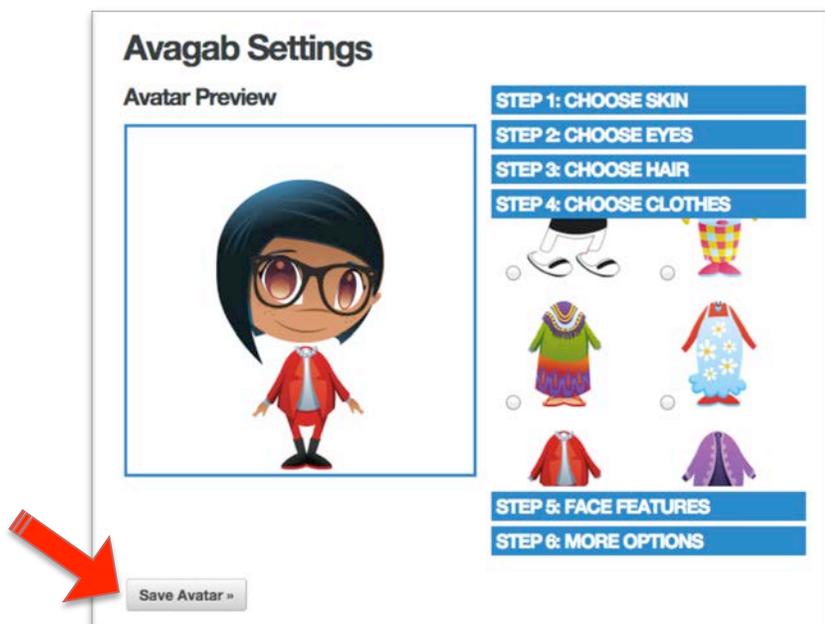


STEP 4: CHANGE YOUR AVATAR

To change your avatar, Click first on the “SETTINGS” tab of your own profile page. Then choose “CUSTOMIZE AVATAR” from the SETTINGS sub-menu.

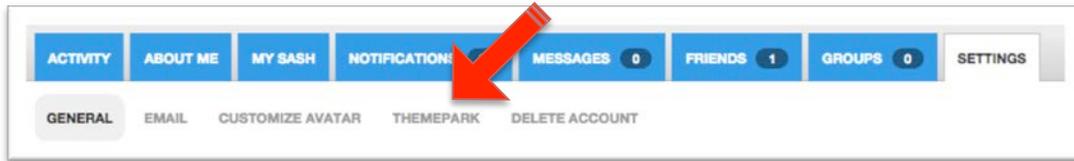


Clicking the blue bars labeled with step-by-step instructions will present you hundreds of options for customizing your avatar. When you are pleased with your choices, click “Save Avatar”.

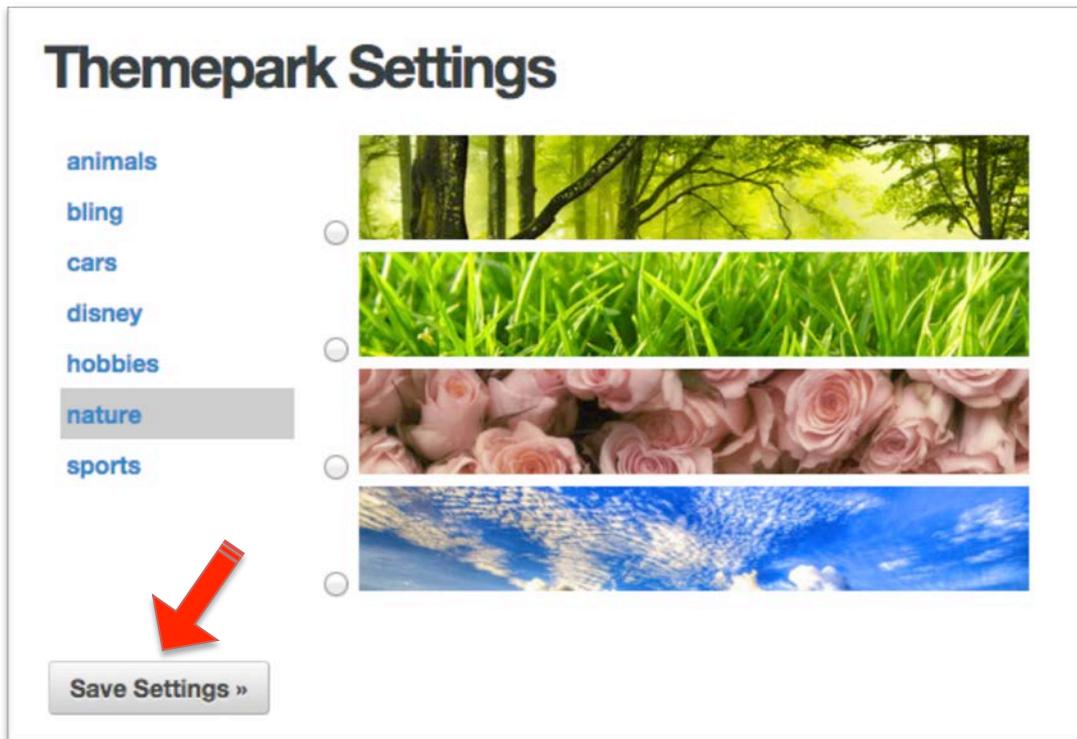


STEP 5: CHANGE YOUR THEME

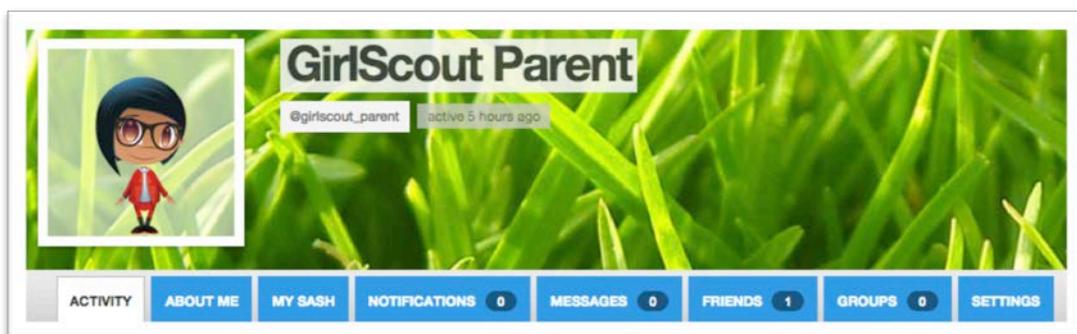
In the SETTINGS tab, choose the "THEMEPARK" option.



Clicking on the categories on the right side will present you with many theme options to choose from. Select the theme you like best and click "Save Settings".



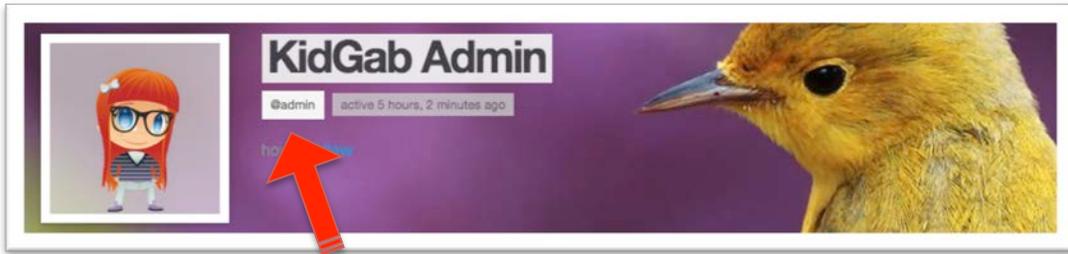
After saving your THEMEPARK settings, your profile will now appear with your chosen image behind your avatar.



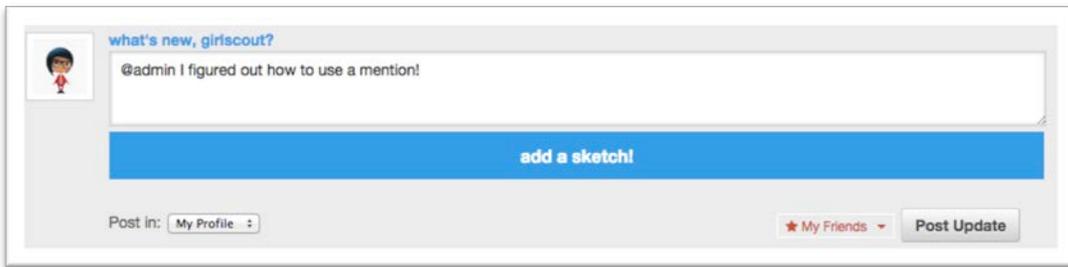
STEP 6: SEND A MESSAGE TO ANOTHER USER

On KidGab, users send messages to one another using *mentions*. You *mention* someone by using an “@” symbol followed by that someone’s username.

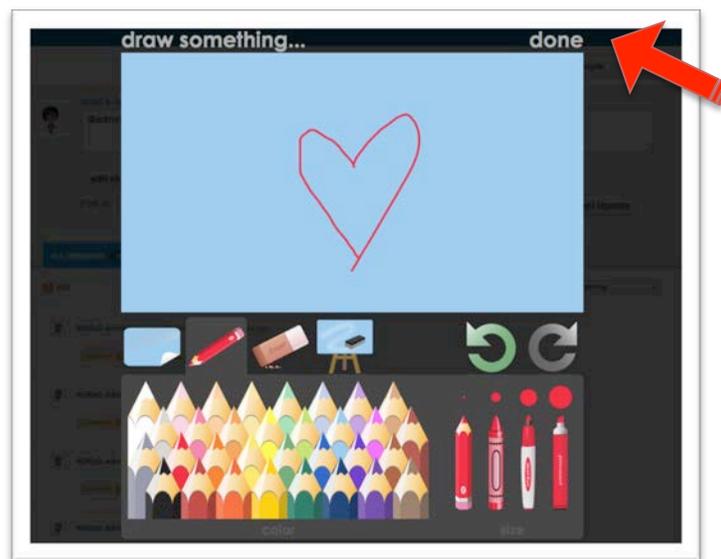
For example, if you want to send a message to the KidGab Admin, you would use **@admin**. You can find a person's username on his or her profile, to the right of their avatars.



To send a message, you must navigate either to the main ACTIVITY page, or to your own profile. Then, type your message in the text area. Mentions are optional. Choose your desired privacy settings and then click “**Post Update**”. (Note, if you want a sketch, create it before you click “**Post Update**”.



To add a sketch to your post, click the large blue “**add a sketch!**” button. This will bring the sketch interface into view. Draw the picture you want to send, then click ‘done’. Choose your desired privacy settings and then click “**Post Update**”.



STEP 7: EXPLORE A USER'S DIGITAL SASH

KidGab users can earn digital badges and patches on their KidGab Sash. To view a user's sash, choose the **"MY SASH"** tab on that user's profile.



You can explore a user's digital sash by clicking on the various patches and badges. Clicking on a patch will show you more information about the patch and how to earn it. Earned badges are in color, badges that the user has not earned are in gray scale.

