1. Log in and click “Centers & Classrooms” on the left.

2. Click on your center and then hit the “Edit” button towards the top. See below.

3. Click the grey tab labeled “Services”. Here you’ll see your list of services that students select from when dropping in and/or making an appointment.

4. You can add, edit, or remove any services for your center just by clicking the buttons above. If editing or removing, be sure to highlight the desired service first.