



Thank you for your HIPPY 3.0 order! Once your site's setup is complete, HIPPY US will create your program's account and send login credentials for your coordinator(s). You'll receive an email when your program is ready to access the HIPPY 3.0 platform, along with login details and next steps. This guide will walk you through how to get started once those credentials arrive.

## Gather Before You Begin (Quick Prep)

- Coordinator login for the program management back office [hippylms.org](http://hippylms.org)
- Roster of home visitors and families
- Decide which home visitors in your program will implement **HIPPY 3.0**
- Stable internet plan for visits (high-speed not required)

## What HIPPY 3.0 Is and Is Not

HIPPY 3.0 is **not a mobile app**. It's a **web-based program** that runs through a browser (Chrome, Safari, Edge, etc.).

- Coordinators and home visitors access a **back-office dashboard** to manage families and view progress.
- Families log in through the **family app**, which looks different from the back office and is much simpler for ease of use.
- Families can use any smartphone, tablet, or computer to access their lessons, no app download needed.
- HIPPY 3.0 is **designed for in-person home visits**. Home visitors role play with parents or caregivers during a home visit using the digital version of the curriculum. This is the same method of instruction that is utilized with the paper version of the curriculum. Parents use a digital device to view the parent pages while children continue using printed activity sheets. Hard copies of the books will also need to be provided to each family along with the curriculum.

## Step 1: Review the Recorded Walk-through Trainings

- Coordinator: [YouTube link](#)
- Home Visitor: [YouTube link](#)
- Families (English): [YouTube link](#)
- Families (Spanish): [YouTube link](#)

## Step 2: Log In to the Back Office Dashboard

Go to <https://hippylms.org/login> and sign in with your coordinator credentials.

### Step 3: Set Up Users

1. Create **home visitor** accounts
2. Assign **families** to each Home Visitor's caseload. This option is also available to home visitors.
  - a. *Important:* Each home visitor should work **exclusively in one format**, either printed or digital. Blending caseloads between paper and 3.0 can cause confusion and make progress tracking difficult.
3. Detailed instruction are provided in the Youtube walkthroughs listed above for the coordinator and home visitor for creating users in the back office dashboard.

### Step 4: Train Home Visitors

1. Guide each Home Visitor to log in with credentials provided by the coordinator and become familiar with the back office dashboard
2. Guide home visitors to review the training video linked above for home visitors
3. Use the digital version of HIPPY 3.0 in your weekly team meeting and role play.
  - a. Home visitors should still prepare for role play each week as they do with the paper version of the curriculum by gathering props and taking notes.

### Step 5: Introduce Families to the Family App

1. Families can access the Family App at <https://hippyapp.org>. Provide login credentials to each family as needed
2. Share the recordings below with families
  - a. Families (English): [YouTube link](#)
  - b. Families (Spanish): [YouTube link](#)
3. Utilize the digital version of the curriculum during in-person home visits with role play, props, and hard copies of the book for each week's packet

### Step 6: Download and Print Activity Pages

- **Password:** [Spotjump24](#) (for licensed programs only)
  - **Little Learners:** [EN](#) | [ES](#)
  - **Year 1:** [EN](#) | [ES](#)
  - **Year 2:** [EN](#) | [ES](#)
  - **Year 2 Alphabet:** [EN](#) | [ES](#)

### Step 7: Monitor Progress

Use **HIPPY 3.0 reports** in the coordinator dashboard to view family participation and completion

### Need Assistance?

Use the [HIPPY US Support Form](#) to report issues or request help. This ensures your question reaches the right team member quickly.