

## Link2Feed Frequently Asked Questions/Issues and Video Guide

### Link2Feed Training Series YouTube Playlist

Question/Issue	Video Link	Time Stamp
My password isn't working	<a href="#">Video 2- Logging in &amp; Dashboard</a> & <a href="#">Video 6- Administration</a>	1:15 & 0:30
How do I find a specific client profile?	<a href="#">Video 3- Recording a TEFAP Visit</a>	0:53
What if a client has already received food at another pantry?	<a href="#">Video 3- Recording a TEFAP Visit</a>	4:00
Which Food Provided box do I use when recording a TEFAP visit?	<a href="#">Video 3- Recording a TEFAP Visit</a>	6:00
How do I edit or delete a visit?	<a href="#">Video 3- Recording a TEFAP Visit</a>	10:52
What profile information is required?	<a href="#">Video 4- Creating a new client profile</a>	1:34
What if the client does not have an address?	<a href="#">Video 4- Creating a new client profile</a>	3:24
Why do I need household member information?	<a href="#">Video 4- Creating a new client profile</a>	6:05
How do I remove someone from a household?	<a href="#">Video 4- Creating a new client profile</a>	7:55
How do I run a report?	<a href="#">Video 5- Statistics Report</a>	<i>(entire video)</i>
Which report box do I check in order to find the number of households and individuals that have been served?	<a href="#">Video 5- Statistics Report</a>	4:30
Which report box do I check in order to find out how many TEFAP boxes have been distributed?	<a href="#">Video 5- Statistics Report</a>	5:36
Why won't my report open?	<a href="#">Video 5- Statistics Report</a>	6:50

How do I add a new user account?	<a href="#">Video 6- Administration</a>	1:18
How do I merge a duplicate profile?	<a href="#">Video 7- Duplicate Management</a>	0:40
What if I can't find a specific duplicated profiles in the Client Duplicates page?	<a href="#">Video 7- Duplicate Management</a>	1:20
How do I view a list of clients that have visited my pantry?	<a href="#">Video 8- Exports</a>	<i>(entire video)</i>
What do I do if I only serve congregate meals?	<a href="#">Video 9- Congregate meals</a>	<i>(entire video)</i>
How do I enroll a client in CSFP?	<a href="#">Video 10- CSFP Client Enrollment and Issuance</a>	1:34
How do I view who is on my CSFP waiting list?	<a href="#">Video 10- CSFP Caseload Management</a>	0:52