

Attendance (Portal)

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Attendance (Portal)

Attendance through the Calendar Tab | Attendance Tab | Summary Options | Detail Options

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PATH: Campus Portal > Attendance

The Attendance tab of the Campus Portal allows parents to track student attendance using a variety of summary options and attendance views.

Jarred		Atter	ndan	ce																		
Calendar	>	Test Af	ttendar	nce																		
Schedule	>	0	De	ecen	ıber	201	.0			-	lanu	ary 2	011				F	ebru	iary 3	2011		0
Attendance		Su	Mo	Tu	We	Тh	Fr	Sa	Su	Mo	Tu	We	Тh	Fr	Sa	Su	Mo	Tu	We	тh	Fr	Sa
Behavior	>				1	2	- 3	4							1			1	2	3	4	-5
Health	>	5	6	7	8	9	10	11	2	3	4	5	6	- 7		6	- 7	8	9	10	11	12
Assessment	>	12	13	14	15	16	17	18	9	10	11	12	13	14	15	13	14	15	16	17	18	19
eTranscript Center	>	19	20	21	22	23	24	25	16	17	18	19	20	21	22	20	21	22	23	24	25	26
Graduation Planner	>	26	-27	28	29	30	31		23	24	-25	26	27	28	29	-27	- 28					
Transportation	>								30	31			_	_		_		_	_			
Fees	>	Datest	hat are	e high	lighted	l can l	be clic	ked to	view (daily p	eriod	details		Exc	used	Un	excuse	ed	Exen	npt	Unki	now
School Choice	>																					
To Do List	>	Co	urse	F	Period	ł	Day		Term													
Reports	>		۱tta	nda	nco	. S.	mm	anv	by (°	rco											
Family			ALLE	nuc	ince	: 50		iai y	Dy	cou	ise											
Messages	>		Cour	se					feach	er		Per	iods	Abs	ent	Tardy	Early	/ Rele	ease	Pres	ent	
Family Members	>	_	•	701 L.	ANGU.	AGE /	ARTS	ł	(ENNY	S			5	5		0		1		0		
Calendar	>		•	702ev	en2 M	IATH		ł	(om, M	om A			2	2		0		1		0		
Payments	>		•	704oc	ld2 SC	CIAL	STUD	IES I	(om, M	om A			2	2		0		0		0		
Food Service	>		•	705 S	CIENCI	E		١	WALKE	RS			5	;		0		1		0		
To Do List	>	_	•	711 A	RT			(YBOR	ON G			з)		0		1		0		
User Account		-	•	713 F	cs			E	BUSHH	OUSE	NL		2	2		0		0		0		
Account Management	>	-	•	721 IN	IST TE	СН		:	ZLOMK	ΕP			2	2		0		1		0		
Contact Preferences	>	-	•	722 PI	HYSE	D		[DENOY	ER S			1			0		0		0		
Access Log	>	-	•	733 V	OCAL	MUS	IC	ç	SACKS	CHEV	SKY .	J	3)		0		1		0		
		-	•	750 PI	RIMETI	ME		E	BEBERN	VISS N	1		3)		1		1		0		
Care E1		-	•	777 LI	JNCH								5	;		0		1		0		
Care E2		-	Total										3	3		1		8		0		
Care E3														-				~				

Image 1: The Attendance Tab

Attendance through the Calendar Tab

Attendance information can be accessed through the **Calendar** tab in both the **Family** and **Student** sections of the navigation pane. The tab defaults to the current month, but clicking the black arrow icons on either side of the month allows users to view previous and future months.



Image 2: Family Calendar Tab

Clicking the **Bell** attendance icon will generate a detail window for that specific attendance event. The **Description** column indicates the type of attendance event which occurred. These descriptions are set by the district. Attendance comments will display if a district has selected this option on the <u>Portal</u> <u>Options tab</u>.

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	January Term: Q ⁻	, 11, 2011 - Т Т2	uesday (Odd Day)		
Period	Course		Time	Description	Comments
PT	750 PRIMETIN	ME	08:00 AM - 08:13 AM		
1	722 PHYS ED)	08:15 AM - 09:00 AM		
2	704odd2 SO	CIAL STUDIES	09:03 AM - 10:27 AM	A: Unknown	
3	705 SCIENCE	E	10:29 AM - 11:53 AM		
4	777 LUNCH		11:55 AM - 12:25 PM		
5	701 LANGUA	AGE ARTS	12:27 PM - 01:55 PM		
6	711 ART		01:57 PM - 02:42 PM		
7	731 BAND		02:45 PM - 03:30 PM		
	09	10 In Service Inclement Weather Teacher Vacation	1 In Service 12 Parent-Teacher Conference Inclement Weather	13	14
te	Mailory À Jeanette A	Mallory → Jeanette △→→	Jeanette Jeanet A+ 🔆 🐴	te Jeanette	

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Image 3: Attendance Detail Window from the Calendar

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Attendance Tab

The **Attendance Tab** can be accessed from the **Student** section of the navigation pane, after a specific student has been chosen from the Switch Student menu. This section provides a variety of summary and detail options for viewing attendance information. This section is updated in real time, as the teacher or attendance clerk enters daily or period attendance.

Attendance Calendars

The attendance calendar at the top of the attendance screen provides color-coded absence and tardy information for the selected student. The current day is outlined in blue. Clicking the black arrow icons will allow the user to view previous and future months. All instructional days can be selected. Non-instructional days are grayed out and cannot be selected.

Jarred	Atter	ndan	ce																		
Calendar >	Test A	ttenda	nce																		
Schedule >		D	ecen	nher	201	п			1	anıı	ary 2	011				F	ehru	iary (201	1	0
Attendance		Mo	ти	We	ть	Fr	Sa	Su	Mo	Ти	we	ть	Fr	Sa	Su	Mo	ти	We	ть	- Fr	Sa
Behavior >				1			34	34	10		we	•••	••	-	34		- 4				54
Health >	5	6	- 7	8	- 2	10	4	2	3	4	- 5	6	- 7	8	6	- 7	8	- 2	10	4	12
Assessment >	12	13	14	15	16	17	18	9	10	11	12	13	14	15	13	14	15	16	17	18	19
eTranscript Center >	19	20	21	22	23	24	25	16	17	18	19	20	21	22	20	21	22	23	24	25	26
Graduation Planner >	26	27	28	29	30	31		23	24	25	26	27	28	29	27	-28					
Transportation >								30	31												
Fees >	Dates t	hat ar	e high	ilighted	lcan	be cli	cked t	o view (daily p	eriod	details		Exc	used	Une	excus	ed	Exer	npt	Un	known

Image 4: Attendance Calendars

The attendance colors are defined as follows. These definitions can vary by district.

Color	Code	Definition
Green	Excused	Parents notify the school with a reason for the absence and district policy determines this it to be an excused absence, such as illness, funerals, medical appointments, etc.
Red	Unexcused	Districts have determined that the absence is not excused. This might include truancy, suspensions, unplanned vacations, etc.
Grey	Exempt	These are usually school-sponsored events, such as field trips, concerts or athletic activities.

Yellow	Unknown	The reason for the absence has not been verified by school staff.
		Attendance taken by the teacher displays in yellow until it has been verified by school staff and an excuse type has been assigned.

Clicking on an instructional day will generate a detail window including any absence or tardy information for that day. The window displays attendance information by period, including the period of the course, the name of the course and the time the course meets. Attendance Event information is found in the **Description** column. Depending on the district's preferences, attendance **Comments** may also appear. Clicking the 'X' in the top right corner of the detail window to return to the original attendance screen.

De	cemb	er 20:	10			Janu	ary 20:	11			Febru	ary 2	2011		0
u Mo	Tu W	e Th	Fr	Sa	Su	Mo Tu	We T	h Fr §	а	Su Mo	Tu	We	Th	Fr 9	Sa
		1 2	3								1	2	3	4	
5 6	7	8 9	10			3 4	5	6 7		6 7	8	9	10	11	
2 13	14 :	15 16	17			10 11	12 1	3 14		13 14	15	16	17	18	
9 20	21	22 23	24			17 18	19 2	21		20 21	22	23	24	25	
6 27	28	29 30	31			24 25	2672	28		27 28	3				
						31									
s that are	bigbligk		1						<i></i>				11 - 1		
tendan	ce De Jai Ter	tails nuar m: C	y 20 2T2), 20)11 -	- Thurs	_{aetails.} sday (Even I	ed Day	Unexcu:	sed	Exen	ıpt 💋	Unkn	iown
eriod	ce De Jai Ter Co	tails nuar m: Q urse	y 20 272), 20	011 -	- Thurs Time	adetails. Sday (Even I	ed Day	Unexcua /) Descr	iption	Exem	ipt	Unkn	own
tendan eriod	ce De Jai Ter Co 750	tails nuar m: C urse	y 20 2T2) , 2 ()11 -	- Thurs Time	details. 5day (•	Even I 13 AM	Day	Unexcu: /) Descr CV:CO	iption LLEGE	VISIT	ipt	Unkn	own
tendan eriod	ce De Jai Ter Co 750	tails nuar m: C urse PRIMET	у 20 уТ2 1МЕ ЕСН), 20)11 -	- Thurs Time 08:00	details. 5day () AM - 08:1	Even I 13 AM	Day	() Descr CV:CO CV:CO	iption LLEGE	VISIT	npt	Unkn	ommer
tendanı Deriod T	Ce De Jai Ter Co 750 721	tails nuar m: C urse PRIMET INST TI	у 20 у 20)Т2 іме есн иатн), 20)11 -	- Thurs - Thurs 08:00 08:15 09:03	details. 5day ()) AM - 08:1 (AM - 09:0 (AM - 10:2	Excus Even I 13 AM 00 AM 27 AM	Day	Descr CV:CO CV:CO	iption LLEGE LLEGE	VISIT VISIT VISIT	npt	Unkn	own
tendano Period	ce De Jai Ter Co 750 721 702 705	tails nuar m: C Inst Ti INST Ti INST Ti SCIENC	у 20 2Т2 іме есн иатн), 20)11 -	- Thurs - Thurs 08:00 08:15 09:03 10:25	details. 5day () AM - 08: ; AM - 09: ; AM - 10: ; AM - 11:	Excus Even I 13 AM 00 AM 27 AM 53 AM	Day	Descr CV:CO CV:CO CV:CO CV:CO	iption LLEGE LLEGE LLEGE	VISIT VISIT VISIT VISIT	npt	C	ommer
tendan Period T	Ce De Jai Ter Co 750 721 702 705 705	tails nuar m: C urse PRIMET INST TI even 2 h S CIENCH	у 20 2Т2 іме есн иатн се), 20)11 -	- Thurs - Thurs 08:00 08:15 09:03 10:25 11:55	details. 5day ()) AM - 08:1) AM - 09:0) AM - 10:2) AM - 11:2	Excus Even I 13 AM 00 AM 27 AM 53 AM 25 PM	Day	Descr CV:CO CV:CO CV:CO CV:CO	iption LLEGE LLEGE LLEGE LLEGE	VISIT VISIT VISIT VISIT VISIT		C	ommer
Period	Ce De Jai Ter 750 721 702 705 777 701	tails nuar m: C urse PRIMET INST TI veven2 N SCIENC LUNCH	ре сис уу 20 2Т2 IME ЕСН ИАТН СЕ), 20)11 -	- Thurs - Thurs 08:00 08:15 09:03 10:25 11:55 12:27	6day (6day (9 AM - 08: 9 AM - 09:0 9 AM - 10:1 9 AM - 11:3 9 AM - 12:2 9 PM - 01:5	Even 1 13 AM 00 AM 27 AM 53 AM 25 PM	Day	Descr CV:CO CV:CO CV:CO CV:CO CV:CO CV:CO	iption LLEGE LLEGE LLEGE LLEGE LLEGE	VISIT VISIT VISIT VISIT VISIT VISIT		Unkn. C	ommer
tendano Period T	ce De Jai Ter 7c0 721 702 705 777 701 711	tails Tuar Tm: C Inst Ti Reven2 N SCIENCE LANGL ART	ре сис у 20 2Т2 IME ЕСН ИАТН СЕ), 2()11 -	- Thurs - Thurs 08:00 08:15 09:03 10:25 11:55 12:27 01:57	6day (6day (6 AM - 08:1 6 AM - 09:0 8 AM - 10:2 9 AM - 11:3 9 AM - 11:3	Excus Even 1 13 AM 00 AM 27 AM 25 PM 55 PM 55 PM 52 PM	Day	Unexcus Descr cv:co cv:co cv:co cv:co cv:co cv:co cv:co cv:co	iption LLEGE LLEGE LLEGE LLEGE LLEGE	VISIT VISIT VISIT VISIT VISIT VISIT VISIT		C	ommer

Image 5: Attendance Day Detail

Summary Options

Below the Calendar, four tabs allow users to view summaries of attendance information by <u>Course</u>, by <u>Period</u>, by <u>Day</u> and by <u>Term</u>. Dates in the summary tabs can be selected to generate a <u>detail window</u>. Selectable links appear in <u>blue</u> text.

Summary By Course

Clicking the **Course** tab within the attendance section will display attendance events sorted by the courses in which a student is enrolled. Courses appear in numerical order by course number with the teacher's name following. Attendance information is summarized by event type Periods Absent, Tardy, Early Release and Present. Totals for each event type are located at the bottom of the tab. If no attendance events are recorded for Early Release and Present, these columns will be hidden from view.

Clicking the arrow next to the name of a course will expand a list of all attendance events for that course. Dates and attendance event counts will appear in blue and can be selected to display a <u>detail window</u>. Courses that do not have any attendance events will not display in the list.

Course Period Day	Term ary by Course				
Course	Teacher	Periods Absent	Tardy	Early Release	Present
▼ 701 LANGUAGE ARTS	KENNY S	5	0	1	0
07/12/2010 Monday - Abs	ent Excused				
07/14/2010 Wednesday -	Absent Excused				
11/15/2010 Monday - Ear	y Release Excused				
11/24/2010 Wednesday -	Absent Unexcused				
12/06/2010 Monday - Ear	y Release Exempt				
12/20/2010 Monday - Abs	ent Exempt				
01/04/2011 Tuesday - Pre	esent Exempt				
01/07/2011 Friday - Abse	nt Unexcused				
01/20/2011 Thursday - A	osent Excused				
702even2 MATH	Kom, Mom A	2	0	1	0
704odd2 SOCIAL STUDIE	S Kom, Mom A	2	0	0	0

Image 6: Attendance Summary by Course

Positive Attendance by Course

If any of the student's courses record attendance using minutes present (instead of minutes absent), this time displays after the Summary by Course list. The course name and teacher, Present Time and the expected Hours are viewable. Click the linked Present Time value to see specific time in and out values.



Course		Teacher		Period	s Absent	Tardy	
 124 	46 AP ENG LIT 6				1	0	
▶ 22	Attendance	Details					×
▶ 32							
▶ 32				2	2232 PI	RE-CALCI	ULUS (H)
41	Date 💌	Course	♦ Time	In	Time Out	Present T	ime 🜲
• 46	03/12/2014	2232 - PRE-CALCULUS (H)	09:00	AM (09:30 AM	0h 30m	
• 10							
Total					7	0	
Course		Teacher	Presen	t Time	Expecte	ed Hours	
2232	PRE-CALCULUS (H) TEACHER, ROBERT	0h 3	0m	75	.00	
Total			0h 3	0m			

Image 7: Positive Attendance Entries

Summary By Period

Attendance information can also be summarized by class meeting times by selecting the **Periods** tab. Clicking the black arrow icons on either side of the Term name will display information for previous or future terms. The date range of the term appears below the term name. Attendance information is summarized by event type Periods Absent, Tardy, Early Release and Present. Totals for each event type are located at the bottom of the tab. If no attendance events are recorded for Early Release and Present, these columns will be hidden from view.

Clicking the arrow next to the name of a period will expand a list of all attendance events for that period. Dates and attendance event counts will appear in blue and can be selected to display a <u>detail window</u>.

	Term: Q Q1 11/02/2010 - 01/2	72 D 23/2011				
Perio	d	Absent	Tardy	Early Release	Present	
► I	PT (08:00 AM-08:13 AM)	2	1	1	0	
•	1 (08:15 AM-09:00 AM)	2	0	1	0	
1 0 0 0	2/20/2010 Monday - Abse 1/04/2011 Tuesday - Pres 1/07/2011 Friday - Absen 1/20/2011 Thursday - Abs	ent Exempt sent Exemp t Unexcus sent Excus	ot ed sed			
•	2 (09:03 AM-10:27 AM)	3	0	1	0	
•	3 (10:29 AM-11:53 AM)	3	0	1	0	
•	4 (11:55 AM-12:25 PM)	3	0	1	0	
•	5 (12:27 PM-01:55 PM)	3	0	1	0	
► 6	6 (01:57 PM-02:42 PM)	3	0	1	0	
•	7 (02:45 PM-03:30 PM)	1	0	1	0	
		20	a	0	0	

Image 8: Attendance Summary by Period

Summary By Day

The **Day** tab lists all attendance events for the school year beginning with the most recent. Each day is broken up by period. Events from different terms are divided by a gray line. Events are color-coded based on the same system as the <u>Attendance Calendars</u> and the following abbreviations:

- A: Absent
- T: Tardy
- P: Present
- E: Exempt

Dates and period totals will appear in blue and can be selected to display a <u>detail window</u>. Attendance information is summarized at the bottom of the tab by Absent Totals, Tardy Totals, Early Release Totals and Present Totals.

Attendance Sun	nma	ary	/b	y I	Dε	iγ				
Date	РТ	1	2	3	4	5	6	7	ACT	
01/20/2011 Thu	Α	А	A	A	A	A	A	A		
01/11/2011 Tue			A							
01/07/2011 Fri	А	А	А	А	A	А	А			
01/06/2011 Thu	т									
01/04/2011 Tue	Р	Р	Ρ	Р	Ρ	Р	Ρ	Р		
12/20/2010 Mon	А	А	А	А	А	А	А			
12/06/2010 Mon	E	E	E	E	E	E	E			
11/24/2010 Wed				А	А	А	А			
11/15/2010 Mon	E	E	E	E	E	E	E	E		
07/14/2010 Wed				А	А	А	А	А		
07/12/2010 Mon	А	А	А	А	Α	А	А	Α		
Absent Totals	3	3	4	5	5	5	5	3	0	
Tardy Totals	1	0	0	0	0	0	0	0	0	
Early Release Totals	1	1	1	1	1	1	1	1	0	
Present Totals	0	0	0	0	0	0	0	0	0	

Image 9: Attendance Summary by Day

Positive Attendance by Day

If any of the student's courses record attendance using minutes present (instead of minutes absent), this time displays on the Summary by Day view. Click the Date or the Present Time value to see more information about the entered time.

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	etails									;
								(03/12/2014 W	/ed
ate 🔻	Cours	е				÷	Time In	Time Out	Present Time	÷
3/12/2014	2232 -	PRE-C	ALCU	LUS (H)		09:00 AM	09:30 AM	0h 30m	
02/12/2011	/od	- 11	A	<u></u>	<u> </u>	A				
Absent To	als 0	1	1	1	1 1	1	1 0			
Absent Tota Tardy Tota	als 0 s 0	1 0	1 0	1 0	1 1 0 0	1 0	1 0 0 0			
Absent Tota Tardy Tota	als 0 s 0	1	1	1 0 0	1 1	1 0	1 0 0 0			
Absent Tota Tardy Tota Date	als 0 s 0	1	1	1	1 1	1 0 F	1 0 0 0 Present Time			

Image 10: Positive Attendance by Day

Summary By Term

Clicking on the **Term** tab will sort attendance information by term such as quarter, trimester, or some other school-established term. The dates included in each term are listed next to the term name. Attendance information is summarized by event type Periods Absent, Tardy, Early Release and Present. Totals for each event type are located at the bottom of the tab. If no attendance events are recorded for Early Release and Present, these columns will be hidden from view. A total per term of **Days Absent** also appears measured in whole/half days as defined by the district. Attendance information is totaled at the bottom of the tab.

Clicking the arrow next to the name of a term will expand a list of dates on which attendance events occurred for that term. Dates, attendance event counts and totals will appear in blue and can be selected to display a <u>detail window</u>.



erm	Days Absent	Periods Absent	Tardy	Early Release	Present
• QT1 (07/01/2010-11/01/2010)	1.5	13	0	0	0
• QT2 (11/02/2010-01/23/2011)	2.5	20	1	8	0
11/15/2010 Monday - Early Re	lease Excused				
11/24/2010 Wednesday - Abs	ent Unexcused				
12/06/2010 Monday - Early Re	lease Exempt				
12/20/2010 Monday - Absent B	Exempt				
01/04/2011 Tuesday - Present	Exempt				
01/06/2011 Thursday - Tardy I	Excused				
01/07/2011 Friday - Absent Ur	nexcused				
01/11/2011 Tuesday - Absent	Unknown				
01/20/2011 Thursday - Absen	t Excused				
QT3 (01/24/2011-03/11/2011)	0	0	0	0	0
QT4 (03/14/2011-06/30/2011)	0	0	0	0	0
otal	4	33	1	8	0

Image 11: Attendance Summary by Term

Positive Attendance by Term

If any of the student's courses record attendance using minutes present (instead of minutes absent), this time displays on the Summary by Term view. A list of the terms in the calendar and the entered Present Time is listed. Click the time entry to see additional details.



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Tarm	Davia	Abaant	Doriada Abr	ant Tardy	
tendance	Details				
5					
					Term: T
ite 🔻	Course	÷	Time In	Time Out	Present Time
/12/2014	2232 - PRE-CALCULUS (H)		09:00 AM	09:30 AM	0h 30m
T7 (06	6/06/2014-06/06/2014)	0	0	X 0	///////////////////////////////////////
Т8 (06	5/07/2014-06/07/2014)	0	0		
Total		1	7	0	
Term					Rresent Time
T1 (07/	01/2013 - 12/30/2013)				th Om
T2 (12/	31/2013 - 06/01/2014)				0h 30m
T3 (06/	02/2014 - 06/02/2014)				Oh Om
T4 (06/	03/2014 - 06/03/2014)				0h 0m
T5 (06/	04/2014 - 06/04/2014)				Oh Om
T6 (06/	05/2014 - 06/05/2014)				0h 0m
T7 (06/	06/2014 - 06/06/2014)				0h 0m
T8 (06/	07/2014 - 06/07/2014)				Oh Om

Image 12: Positive Attendance by Term

Detail Options

At various points in the Attendance Summary tabs, dates, attendance event counts and totals will appear in blue and can be clicked to generate an additional detail window. Clicking the 'X' in the top right corner will return the user to the original attendance page.

Summary-Specific Detail

Where attendance events exist, totals appear for each summary type, including course, period or term. Clicking these attendance event counts will generate a detail window which displays the count by status, Excused, Unexcused, Exempt and Unknown.

	Present	Early Release	Tardy	Periods Absent	Teacher	Course
	0	1	0	5	KENNY S	▼ 701 LANGUAGE ARTS
					ent Excused	07/12/2010 Monday - Abse
×		ent Details	Abs		Absent Excused	07/14/2010 Wednesday - /
			-		y Release Excused	11/15/2010 Monday - Early
JAGE	1 LANGU	, 701			Absent Unexcused	11/24/2010 Wednesday - /
DTO	Δ				y Release Exempt	12/06/2010 Monday - Early
ARTS -						
ARTS	2	Exourad			ent Exempt	12/20/2010 Monday - Abse
ARTS	3 ed 2	Excused			ent Exempt sent Exempt	12/20/2010 Monday - Abse 01/04/2011 Tuesday - Pres
<u>arts</u>	3 ed 2 1	Excused Unexcuse Exempt			ent Exempt sent Exempt nt Unexcused	12/20/2010 Monday - Abso 01/04/2011 Tuesday - Pres 01/07/2011 Friday - Abser

Image 13: Summary Detail Window

Date Detail

Where attendance events exist on the Course, Period and Term summary tabs, clicking the black arrow will expand the list of dates that make up the attendance count. Next to the date itself, which is a link to a detail window, appears the day of the week, the type of attendance event (Absent, Tardy, Early Release or Present) and the status of the event (Excused, Unexcused, Exempt or Unknown).

Clicking on the date will generate a detail window for that day. This window lists **Period**, **Course** and **Time** the event took place as well as a **Description** of the attendance event and any **Comments**.





Term: Q Q 11/02/2010 - 01/:	T2 D 23/2011						
Period	Absent 1	Tardy Early	/ Release	Present			
PT (08:00 AM-08:13 AM)	2	1	1	0			
▼ 1 (08:15 AM-09:00 AM)	2	0	1	0			
11/15/2010 Monday - Early	/ Release Ex	cused					
12/06/2010 Monday - Early	/ Release Ex	empt					
01/04/2011 Triesday - Abs 01/04/2011 Triesday - Pre 01/07/2011 Friday - Abse	Attenda	ance Detai	ils				
01/20/2011 Thursday - Al		Dece	ember 2	20, 2010) - Monday (Odd D	ay)	
				•		.,	
▶ 2 (09:03 AM-10:27 AM)		` Term	1: QT2				
 2 (09:03 AM-10:27 AM) 3 (10:29 AM-11:53 AM) 	Period	` Term	n: QT2		Time	Description	Comments
 2 (09:03 AM-10:27 AM) 3 (10:29 AM-11:53 AM) 4 (11:55 AM-12:25 PM) 	Period PT	Course	n: QT2 e IMETIME		Time 08:00 AM - 08:13 AM	Description AEXP: Absent exempt	Comments
 2 (09:03 AM-10:27 AM) 3 (10:29 AM-11:53 AM) 4 (11:55 AM-12:25 PM) 5 (12:27 PM-01:55 PM) 	Period PT	Course 750 PRI 722 PH	e METIME		Time 08:00 AM - 08:13 AM 08:15 AM - 09:00 AM	Description AEXP:Absent exempt AEXP: Absent exempt	Comments
 2 (09:03 AM-10:27 AM) 3 (10:29 AM-11:53 AM) 4 (11:55 AM-12:25 PM) 5 (12:27 PM-01:55 PM) 6 (01:57 PM-02:42 PM) 	Period PT 1	Course 750 PRI 722 PH	e IMETIME YS ED	T. IDIES	Time 08:00 AM - 08:13 AM 08:15 AM - 09:00 AM 09:03 AM - 10:27 AM	Description AEXP:Absent exempt AEXP:Absent exempt AEXP:Absent exempt	Comments
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Image 14: Date Detail Window

Total Detail

Where attendance events exist, each type of attendance event (such as absence, tardy, etc.) is totaled at the bottom of the tab. Clicking these totals will generate a detail window which sorts the attendance events by status, Excused, Unexcused, Exempt and Unknown. This option is available for all summary tabs.



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5.51	urse	Teacher	Periods Absent	Tardy	Farly Release	Present	
*	701 LANGUAGE ARTS	KENNY S	5	0	1	0	
•	702even2 MATH	Kom, Morn A	2	0	1	0	
	704odd2 SOCIAL STUDIES	Kom, Mom A	2	Abse	ent Details		
+	705 SCIENCE	WALKER S	5	-			
F	711 ART	CYBORON G	3		P		Tota
+	713 FCS	BUSHHOUSEN L	2		Excused	21	1000
+	721 INST TECH	ZLOMKE P	2		Unexcuse: Exempt	d 11 7	
F	722 PHYS ED	DENOYER S	1		Unknown	1	
	733 VOCAL MUSIC	SACKSCHEWSKY J	3	0	1	0	
	750 PRIMETIME	BEBERNISS M	3	1	1	0	
•				0	1	0	
+ + +	777 LUNCH						

Image 15: Total Detail Window



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