cms, classroom based, cb teacher essential, attendance

CMS-Attendance by LP

Looking for information on taking attendance daily? Click here for our Daily Attendance manual.

Step 1. Access the class via the CMS Teacher»CMS-Classroom Management» CMS-Classroom Management

Schoolywer (# ef classes) 2015 - 2016 - Referen List Ordy Show Today's Danses								to Classes ment Page
Sart by Day of Week Time of Day Name of Class Bell Period	Search: 15 of 15							
Name: 5-12 Classes ID: 232	Instructor: Reeves, LeAnn	Classes In Session: 14						
Address:	Class Registrations: 39	Stadents: 26						
2946 C01 Highway 1 Anytown, CA 55555 505-835-3355	Public Registration: Open	Office Hours:						
Homeroom 10 - McCarthy (6002 HR-SM-B) (Exit (Set Correcta)) Schedule: MTWRF 8.00-8.25 Enrolled Students: 1 Reserved Students: 0 Valting List Students: 0 Carricalium: Homeroom - Reeves 16/18	Program Property.	Secure 1 Secure	O Cana Units	C)	1	ne esta	
Economics (2701-1:Spr) (Est) (Set Curricula)			444	٥	2	2		
Schedule: Undefined		Show on 154	Reder	Own Date	Attendance	-	Pagerta	Hereiste
Enrolled Students. 2 Reserved Students. 0 Watring List Students. 0	Tragense Freezen. Secondar (* 1944)		00	i damai				

- Step 2. Click on the Attendance icon
- **Step 3**. If you are taking attendance for a time period that is in the past, you may need to click Show full Calendar as shown below

Click on desired LP to view a report if you'd like to view an Attendance Log

Assignments and Attendance									
Homeroom 10 - McCarthy				Course Code: 6002	r: 6002 Section: HR-SM-8 Mon, Tue, Wed, Thu, Frt 8:00 an			25 am	
-12 Classes	School Year: 2015 - 2016			Start: 01/11/2016	Transc	nscript Code: 6002			
loom:	Reporting Period: Semester 2	(Spring)	Finish: 05/17/2016	Nalt: 05/17/2016 Credits: 5 Credits					
iow full calendar			Jan 2016					Att:	
\smile			Jan 2016						
							1	Logi	
	3	4	6	•	7		•	* Lp. 7 Lp. 8 Lp. 9	
,	Attendance	Attendance 1	2 Attendance	Attendance	54		15	16 Lp: 10	
	7 Attendance	Attendance 1	9 Attendance	Allendance	21	Attendance	22	22 Lp: 12	
1	Attendance 2	⁵ Attendance 2	6 Altendance 2	7 Atlandance	28	Atlendance	29	an Provide	
1	1								
			Feb 2016						
	Atlendance	Attendance	2 Attendance	Adendance	4	Atlendance	5	6	
	7 Attendance	Attendance	Attendance 1	Alexance	11		12	13	
,	4 Atlendance	6 Attendance 1	6 Atlandance 1	Atendance	18		19	20	
1	1 Attentance 2	2 Attentance 2	atrentance 2	4 atentave	25	Attentance	26	27	

• **Step 4**. Click on attendance for the day you would like to save attendance for

Instructor	Dash	Roster	Attend	AWR	Rep Card	AILRC	Reports	Admin			
											Apr 2016
											1010
			3						_	5	
			A	tendance			Attend	ance		•	
			10				11			12	
			17				18			19	
							10			15	

• Step 5. You may mass claim attendance in the upper right hand corner

OR

You may claim a day at a time in the right corner just click on the box to choose:

- Present (green)
- Tardy (yellow)
- Absent (red

i Set all previously unstatived to Set all affire data Sack 7 * Second Sack [= Set Al = *	Warring: There are \$5 student days which have not	r been claimed for attendance Seating Chart	prior to this claiming tange		I
# Teacher	Source	Grade	Time	Student	0485
1 Reeves, LaAnn	Homercom 10 - McCarthy		8:00 am - 8:25 am		Reeves, Jason P
Return to Calendar	Eac	ck to: Tep			

• Step 6. Make sure to click SAVE

- Last Updated by Max Williams on 2016/04/06 18:53

From: https://schoolpathways.com/knowledgebase/ - School Pathways Knowledge Base

Permanent link: https://schoolpathways.com/knowledgebase/doku.php?id=cms:attendancebylp&rev=1485372734

Last update: 2017/01/25 19:32