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

Schoolywar (H of classes) (2016 - 244 •   Antheat List)    Crely Show Today's Classes		Return to Classes Management Page
Sort by Day of Week Time of Day Name of Class Bell Period	Search: 15 of 15	
Classes : 9-12 Classes	-	
Name: 9-12 Classes ID: 232	Instructor: Reeves, LeAnn	Classes In Session: 14
Address:	Class Registrations: 39	Bladents: 26
2040-000 (http://doi.org/ Arvytoum, CA.55555 565-555-5555	Public Registration: Open	Office Hours:
Homeroom 10 - McCarthy (6002:HR-8M-8) (Edl.) (Set Controlation		🖌 👬 🗴 💽 🖄 💭 🖄 👘 🖬
Schedule: MTWRP 8.00-8.25		Dens at Rooke Cana Constance AVR LL Payors Hausbeire
Enrolled Students: 1	Program Reports	Senester 2 diaring)
Heserved Students: 0 Curriculum: Homeroom - Reeves 15/16 Wating List Students: 0	٢	~~~ ©©₩
Economics (2701-1:Spr) (Est) (Set Curricula)		🗸 444 O 🗵 🔁 🖬 📾
Schedule: Undefined		Show on Rester Death Attendance AMR Reports Heveletter MA Banks
Enrolled Students 2 Reserved Students 0 Valiting Like Students 0	Constant Reports	Serve san 2 (Serve)

- 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 the Attendance Log report for that LP.

ssignments and Attendance								
omercom 10 - McCarthy				Course Code: 6002	Section: HR-SM-B	Mon, Tue, Wed, Thu, Fri: 8:00 am-8:25 a	m	
12 Classes	School Year: 2015 - 2016			Start: 01/11/2016	Transcript Code: 6002	nipt Code: 6002		
oom:	Reporting Period: Semester 2 (5	Spring)		Finish: 05/17/2016	Credits: 5 Credits			
ow full calendar								
$\bigcirc$			Jan 2016				Att:	
						1	1	
							10.7	
,			•		7	•	* Lp. 8	
10		10	13		14	15	16 Lp: 9	
	Atlendance	Attendance	Attendance	Atendance			Lpc 1	
17	Attendance 18	19	20	In the second se	21	22	23 Lp: 1	
		PERCENT ON THE PERCENT OF THE PERCEN			Party Party Party			
24	Attendance 25	Attendance 26	Aliendance 27	Allendance	28 Attendance	29	20	
31								
			Feb 2016					
	Attendance 1	Attendance 2	Atlandance	Atlendance	4 Attendance	8	6	
7	Attendance	Attendance	Attendance 10	Attendance	11	12	13	
14	18	16	17		18	19	20	
	Atlendance	Attendance	Atiendance	Atlandance				
21	22	23	24		25	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	
			3	Attendance			Attenda	ince	>	5		
			10				11			12		
			17			1	18			19		

• 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

East all previously unclusteed to terral after date, (axis =) terrator Based – Set All = =	Warning: There are \$1 studied days v	hich have hat been claimed for attendance Seating Chast	prier to this claiming	says.	
e Teacher	<u>fourna</u>	Grada	Time	Student	Save
Reeves, LoAns	Homercom 10 - McCarthy	11	0:00 am - 0:25 am		Reeves Jasan
Return to Colendar		Back to Top			
					BErshedded Eins

• Step 6. Make sure to click SAVE

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

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