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Weekly

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Weekly 1

Student Year-at-a-Glance

Weekly

The following tasks must be done on a weekly basis.

Task	Resource
Attendance	
❑ Print attendance letters.	ASCENDER Attendance - Generate Attendance Letters
❑ Run entry/withdrawal report.	❑ SAT1700 - Entry/Withdrawal Summary
Registration	
❑ Submit Enrollment Event data to the TEA.	QuickGuide: Process Texas Unique Student IDs (UIDs)

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