

# **ADSY Options (Additional Days School Year)**

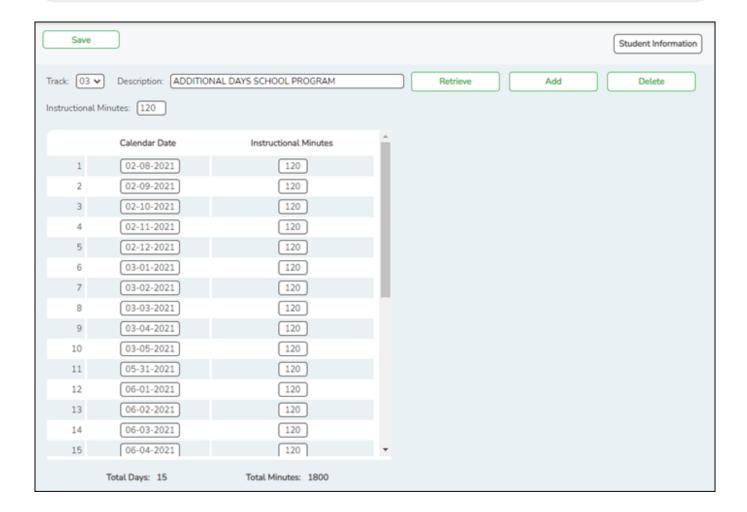
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## **ADSY Options (Additional Days School Year)**

#### Attendance > Maintenance > Addtnl Days Program > ADSY Options

This page allows you to set create a track that will be used at the campus for the Additional Days Program.

**NOTE**: Tracks cannot be duplicated.



#### Add a new track:

#### ☐ Click **Add**.



$\square$ Type the new 2-digit track number in the <b>Track</b> field. This number cannot be a regular attentrack.	idance
☐ Enter a program description for the track in the <b>Description</b> field.	
☐ Enter a number of minutes in the <b>Instructional Minutes</b> field.	
Save	

☐ Click **Save** or click **Cancel** to return.

Description:

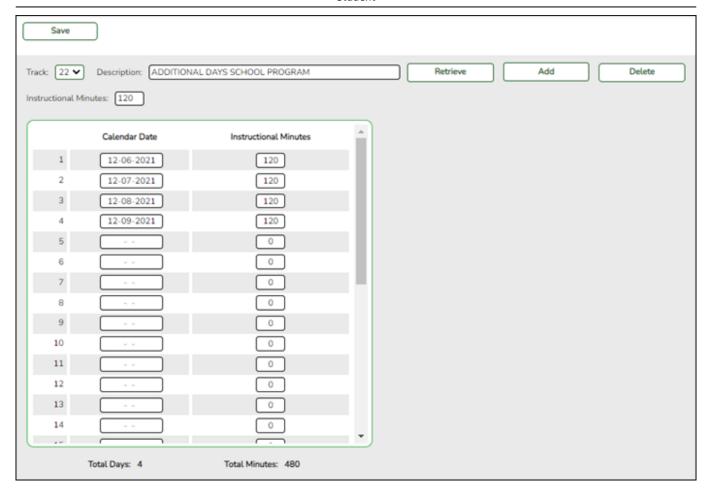
Track:

Instructional Minutes: 0

Track	(Required) Select the attendance track.
·	Type a description of the track, up to 50 characters. This description will appear in the Track field drop-down list on most Attendance > Maintenance > Addtnl Days Program pages.
Minutes	(Required) The minimum number of minutes that can be entered is 120. When the Instructional Minutes are entered in this field and saved, the daily Instructional Minutes in the table will populate and be editable.

- ☐ Enter the dates of the program in the **Calendar Date** fields up to 30 days.
  - TEA required dates are September 1, 2020 through August 1, 2021.
  - Dates may not be duplicated.

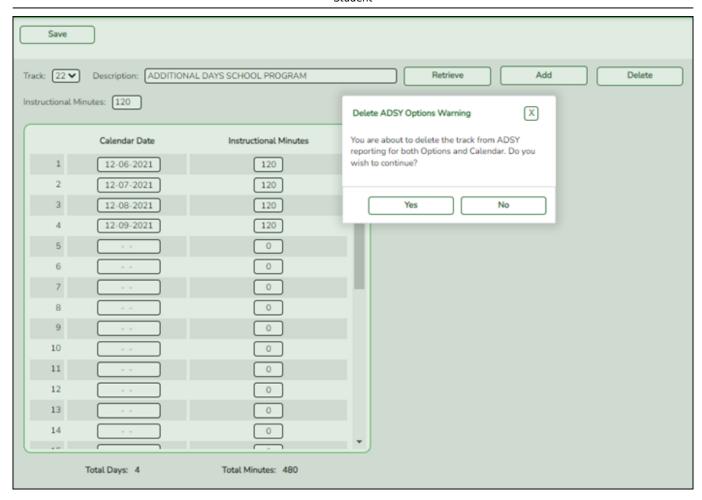
Cancel



- Total Days populates as dates are entered and will auto-sort at Save.
- Total Minutes will auto-populate at Save.

#### **Delete a track:**

☐ Click **Delete** to delete a track from ADSY reporting.





## **Back Cover**