

District Yearly Count

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This utility calculates student average daily attendance (ADA) absences from the beginning of the current school year to a specified as-of date. Attendance can be computed across all campuses and grade levels. Maintenance > Student > Student Inquiry > District Yearly Count is updated when the utility is run.

The utility can be run throughout the year.

- Run at the end of the first semester and periodically to obtain a pattern of attendance information.
- Run at the end of the school year to obtain end-of-year totals.

The fields only restrict the student records that are updated; they do not affect attendance calculation.

Update data:

As of Date	Type the ending date in the MMDDYYYY format, or click to select the date from a calendar. Membership days will be calculated from the first day of school to this date.
Campus	Select a campus, or leave blank to calculate absences for all campuses.
Grade	If you selected a campus, you can select a grade level. Leave blank to calculate absences for all grade levels.
Student ID	Type a six-digit student ID to calculate absences for one student, or leave the field blank to calculate absences for all students. If you enter a student ID, leave **Campus** and **Grade** blank.

❑ Click **Calc. Attendance Days**.

When finished, the number of updated students is displayed.

Clear	Click to clear the selections in the fields.


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