



# report\_attendance\_roster\_body




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<b>Date</b>	Type a date in the MMDDYYYY format, or click  to <a href="#">select a date from the calendar</a> .
<b>Semester</b>	The current semester is displayed by default. You can select another semester.
<b>Period</b>	Select the period-course for which you want to print the roster. Or, select <i>All Classes</i> to print rosters for all periods.
<b>Sorting Options</b>	

Click **Generate**.

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The report opens in a new window, and you can print the report from that window.

In the new window, click **Print** to print the report.

To close the report, click **Close Window** in the report window. The Report Selection page remains open on your desktop.