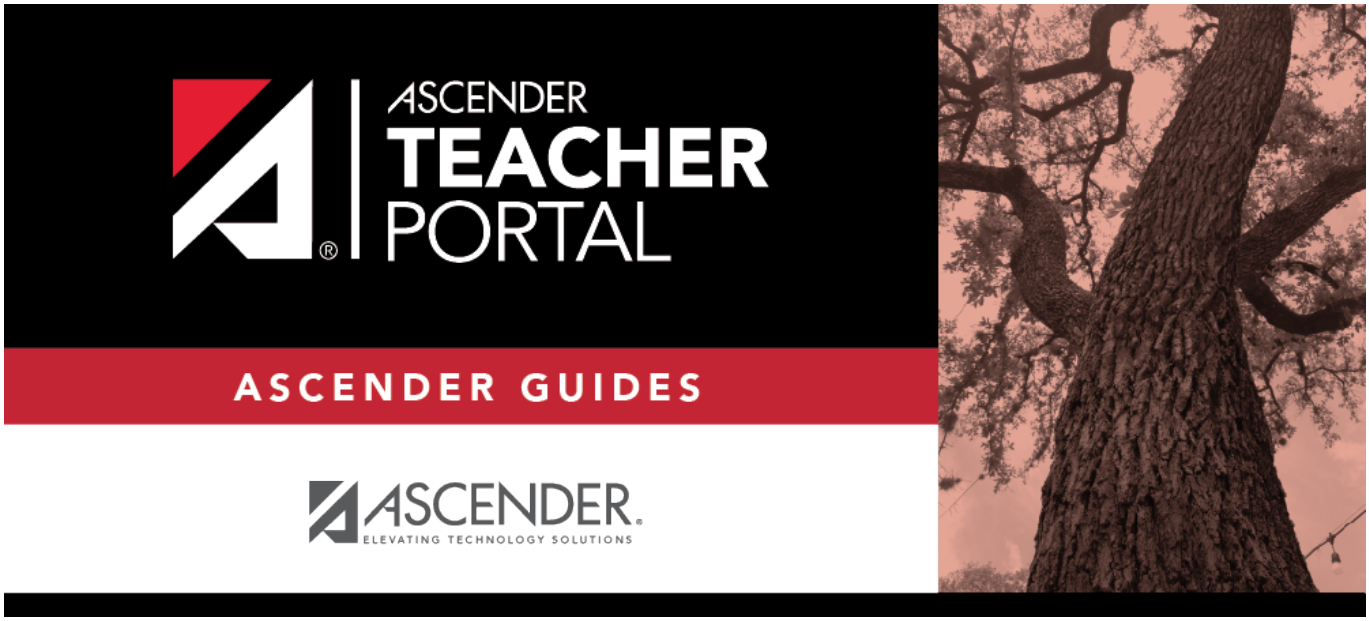



# Attendance Verification

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# Attendance Verification Report

***Reports > Attendance Verification***

This report displays attendance for all of your students for a selected course-section and date range. You can view data for up to one semester. You can also generate a summary report that displays only totals for the selected date range.

The following codes are used:

- A - Excused absence
- S - School-related absences
- T - Tardy
- X - Truant

An asterisk next to the attendance code indicates that the absence or tardy occurred in a course other than the course the student is currently enrolled in (e.g., if he transferred from one course to another during the school year).

**NOTES:**

- Inservice work days are indicated with an I in the column heading.
- Saturday may be a valid attendance date, even if the course does not meet on Saturday. This may be used for bad weather makeup days.
- If you are printing the report for more than three weeks, you should set the printer orientation setting to landscape or the **Page Scaling** field to *Shrink to Printable Area*. If the *Shrink to Printable Area* setting is not enabled, the landscape orientation will accommodate up to six weeks plus the **Total** column per page. Additional weeks (up to one semester) can be generated by entering the appropriate dates in the **From Date** and **To Date** fields; however, the report will print on multiple sheets of paper with a **Total** column on each page.

## Attendance Verification Report

Teacher: Onassis , Jacqueline K | Per: 01 | Crs: ENVIRONMENT SYS (4216-31)

Student Count: 20 | ADA Reporting Period: 02 | Campus: 001 - 001 School

Sem: 2 | From: 04/27/2020 | To: 05/01/2020

| | | | 1st Week | | | | | Total | | |
|---|---|---|---|---|---|---|---|---|---|---|
| | | | 27 | 28 | 29 | 30 | 1 | | | |
| Student Name | Student ID | Grade | M | T | W | T | F | A | S | T |
| BALDERRAMA, DANNA P. | 994254 | 11 | | | | | | 0 | 0 | 0 |
| BURFORD-ZAWAHREH, BURFORD-ZAWAHREH | 993037 | 11 | | | | | | 0 | 0 | 0 |
| CADDELL, RILEY D. | 981173 | 12 | | | | | | 0 | 0 | 0 |
| CASTILLO JR, ALAN H. | 993929 | 10 | | | | | | 0 | 0 | 0 |
| CORTEZ, ZAYLEE B. | 994450 | 12 | | | | | | 0 | 0 | 0 |
| DELEON, HUNTER J. | 981029 | 11 | | | | | | 0 | 0 | 0 |
| DUBOSE, RUBY A. | 993384 | 11 | | | | | | 0 | 0 | 0 |
| DYE, CANDACE R. | 993033 | 11 | | | | | | 0 | 0 | 0 |
| EDWARDS, MALVIN E. | 992457 | 12 | | | | | | 0 | 0 | 0 |
| ENGLISH, ANGEL S. | 991798 | 12 | | | | | | 0 | 0 | 0 |
| GAMEZ, GUADALUPE T. | 993281 | 11 | | | | | | 0 | 0 | 0 |
| MACIAS, EMILIANO X. | 980063 | 11 | | | | | | 0 | 0 | 0 |
| MATA, MATA | 982160 | 12 | | | | | | 0 | 0 | 0 |
| PEREZ, GABRIEL A. | 992158 | 11 | | | | | | 0 | 0 | 0 |
| RADFORD, MEGHAN A. | 992528 | 11 | | | | | | 0 | 0 | 0 |
| RANGEL, QUINTIN M. | 992704 | 12 | | | | | | 0 | 0 | 0 |
| RODRIGUEZ, COLT G. | 981030 | 11 | | | | | | 0 | 0 | 0 |
| SULLIVAN, MICHAEL G. | 993478 | 12 | | | | | | 0 | 0 | 0 |
| VAQUERA, JACOB D. | 993746 | 11 | | | | | | 0 | 0 | 0 |
| VAZQUEZ, CHRISTIAN R. | 992709 | 12 | | | | | | 0 | 0 | 0 |

**Attendance Code Legend**

*: Outside current course enrollment

_____ TEACHER'S SIGNATURE

## Attendance Verification Report

Teacher: Onassis , Jacqueline K | Per: 01 | Crs: ENVIRONMENT SYS (4216-31)

Student Count: 20 | ADA Reporting Period: 02 | Campus: 001 - 001 School

From: 04/27/2020 | To: 05/01/2020

| | | | Totals | | |
|---|---|---|---|---|---|
| Student Name | Student ID | Grade | A | S | T |
| BALDERRAMA, DANNA P. | 994254 | 11 | 0 | 0 | 0 |
| BURFORD-ZAWAHREH, BURFORD-ZAWAHREH | 993037 | 11 | 0 | 0 | 0 |
| CADDELL, RILEY D. | 981173 | 12 | 0 | 0 | 0 |
| CASTILLO JR, ALAN H. | 993929 | 10 | 0 | 0 | 0 |
| CORTEZ, ZAYLEE B. | 994450 | 12 | 0 | 0 | 0 |
| DELEON, HUNTER J. | 981029 | 11 | 0 | 0 | 0 |
| DUBOSE, RUBY A. | 993384 | 11 | 0 | 0 | 0 |
| DYE, CANDACE R. | 993033 | 11 | 0 | 0 | 0 |
| EDWARDS, MALVIN E. | 992457 | 12 | 0 | 0 | 0 |
| ENGLISH, ANGEL S. | 991798 | 12 | 0 | 0 | 0 |
| GAMEZ, GUADALUPE T. | 993281 | 11 | 0 | 0 | 0 |
| MACIAS, EMILIANO X. | 980063 | 11 | 0 | 0 | 0 |
| MATA, MATA | 982160 | 12 | 0 | 0 | 0 |
| PEREZ, GABRIEL A. | 992158 | 11 | 0 | 0 | 0 |
| RADFORD, MEGHAN A. | 992528 | 11 | 0 | 0 | 0 |
| RANGEL, QUINTIN M. | 992704 | 12 | 0 | 0 | 0 |
| RODRIGUEZ, COLT G. | 981030 | 11 | 0 | 0 | 0 |
| SULLIVAN, MICHAEL G. | 993478 | 12 | 0 | 0 | 0 |
| VAQUERA, JACOB D. | 993746 | 11 | 0 | 0 | 0 |
| VAZQUEZ, CHRISTIAN R. | 992709 | 12 | 0 | 0 | 0 |

**Attendance Totals Legend**

**A: ABSENCES** **S: SCHOOL-RELATED ABSENCES** **T: TARDIES**

_____ TEACHER'S SIGNATURE

## Generate the report:

❑ Specify report options:

| | |
|---|---|
| **Semester** | The current semester is displayed. You can select a different semester. |
| **Course-Section** | Select the course-section and period for which to print the report. |

| | |
|---|---|
| **From Date**<br>**To Date** | Enter the beginning and ending dates. Both dates must fall within the selected semester. |
| **Include Withdrawn Students** | Withdrawn students are not automatically included. Select the field to include withdrawn students in the report. |
| **Summary Only** | Select to display only totals for the selected date range. If not selected, the report lists all absences for the selected date range. |

❑ Click **Generate**.

- The report opens in a new window, and you can print the report from that window.
- The report selection page remains open on your desktop.